

The Menominee County Board of Road Commissioners held a PUBLIC HEARING in their offices north of Stephenson on Tuesday, September 10, 2013.

Chair Kakuk called the meeting to order at 8:45 p.m. with the following persons present or absent:

PRESENT: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Joe Skrobiak and Gerald Piche.

ABSENT: None.

The Pledge of Allegiance was recited.

Kakuk turned the meeting over to Moilanen who explained that the purpose of the hearing was to hear questions and comments regarding the proposed budget for 2013/2014. Moilanen briefly reviewed several line items including projected projects and revenues and projects carried over from the current fiscal year. Betzinger asked if any funds had been allocated for equipment purchases. Moilanen responded that the only capital expenditure in the budget was for a new boiler for the Stephenson shop. Funds would not be available for equipment purchases unless a funding increase was voted in by the legislature.

John Nerat, Darlene Nerat and Larry Barker joined the hearing at 8:51 a.m.

Moilanen called for any further questions or comments about the proposed 2013/2014 budget.

Moilanen called a second time for questions or comments about the proposed 2013/2014 budget.

Moilanen called a third time for questions or comments about the proposed 2013/2014 budget.

There being none, the hearing was closed at 8:55 a.m.

Kakuk announced a recess until the regular meeting at 9:00 a.m.

Road Commission Finance Director/Clerk

Chair

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, September 10, 2013.

Chair Kakuk called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Joe Skrobiak, Gerald Piche, John and Darlene Nerat, Larry Barker, Jim Moraska, Betty Draze and David Wesoloski.

Absent: None

The Pledge of Allegiance was recited.

Public comments – Spalding Township Supervisor Jim Moraska thanked the board for the crack filling that had been done this summer and said he hoped it could be continued again next year. He asked why the cracks weren't filled to the top. Moilanen stated that the filler was only applied to just below the surface of the roadway so that the snowplows would not catch it and pull it back out.

Public appearances – None.

Additions/corrections to minutes for 08/13/13 and 08/27/13 –There being no additions or corrections, Kakuk declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, August 12, 2013				\$1,298,440.19
Receipts thru 08/31/13	128,439.04			
Expenditures thru 08/31/13		515,644.32		
Balance, August 31, 2013				911,234.91
Michigan Transportation Funds	254,443.25			
Receipts thru 09/09/13	0.00			
Expenditures thru 09/09/13		0.00		
State Maint. & Equip. Advances			142,930.00	
Balance, September 9, 2013	382,882.29	515,644.32	142,930.00	1,022,748.16
<u>Payables & Reserves</u>				
Payroll 09/12, and 09/26 (Est.)			125,000.00	
Soc. Sec. 09/12 and 09/26 (Est.)			9,562.50	
Reserve for workers compensation insurance			6,948.68	
Reserve for liability insurance			59,871.65	
Reserve for rental grader lease (Dec 2009)			36,798.06	
Reserve for rental grader leases (Oct 2010)			193,071.96	
Reserve for F-4 Lane bridge (Harris Twp)			575.25	
Reserve for Mussel Surveys on bridges			214.00	
Reserve for gravel crushing			0.00	
Reserve for design of CR 358 (US41 to K-1 Road)			8,275.00	
Reserve for Forest Funds			161,015.11	
Reserve for dump box repairs/paint on plow trucks			50,000.00	
Reserve for design of Pach Lane bridge			32,000.00	
Reserve for rental of crack filling machine			9,000.00	
Reserve for rental of stump grinding machine			8,000.00	
Reserve for 2013 Federal Aid match			55,205.00	(755,537.21)
				\$ 267,210.95

There being no questions or comments, Kakuk declared the financial report accepted as read.

Vouchers # 13-0059, 13-0061, and 13-0831 – Moved by Anderson, seconded by Betzinger that the vouchers be approved and ordered paid. Carried unanimously.

Act on proposed 2013/2014 Budget and general Appropriations Act –

GENERAL APPROPRIATIONS ACT

Moved by Commissioner Betzinger, seconded by Commissioner Anderson, that the 2013/2014 Menominee County Road Fund Budget, as prepared according to the General Appropriations Act of 1981, having been subjected to the public hearing process and conforming to the other provisions of P.A. 621 of 1978, be adopted and that a copy of said budget be made a part of the minutes of this meeting.

	FY 2011/2012 <u>Actual Prior</u>	FY 2012/2013 <u>Estimated</u>	Budget 2013/2014 <u>Recommended</u>
<u>REVENUES</u>			
Mich. Transportation Funds	\$3,281,484	\$3,284,026	\$3,288,155
Special State Funds	244,870	397,515	368,115
Federal Funds	296,904	511,400	1,112,400
County Raised Funds	1,107,155	803,157	1,069,532
Gain/Loss Equip. Disposal	637	1,041	0
Other Contributions	<u>408</u>	<u>341,495</u>	<u>407,500</u>
TOTAL REVENUES	<u>\$4,931,458</u>	<u>\$5,338,634</u>	<u>\$6,245,702</u>

EXPENDITURES

Primary Roads	1,766,170	2,219,233	3,338,000
Local Roads	2,665,157	1,765,000	1,252,632
State T/L Maintenance	551,983	540,000	550,000
TWA/Other T/L Maintenance	13,226	12,000	12,000
Equipment Expense (Net)	(97,597)	(156,000)	(169,147)
Administrative Expense (Net)	405,736	225,800	210,800
Distributive Expense	0	1,240,000	1,355,000
Capital Outlay (Net)	(241,797)	(55,416)	(210,000)
Miscellaneous	84,891	1,400	0
Special Projects	0	0	0
Contingencies	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$5,147,768</u>	<u>\$5,792,017</u>	<u>\$6,339,285</u>

YEAR END

Budgeted Net Revenue (Expenditures) 9/30/2014 (\$93,583)

YEAR END

Current Estimated Operating Surplus (Deficit) 9/30/2013 (\$453,383)

Accumulated Avail. Surplus (Deficit)

DATE

from Prior Yrs.

9/30/2012 \$2,067,812

9/30/2013 \$1,614,429

Projected Surplus at End of Budget Year (2013/2014)

\$1,520,846

For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 2 of 1968, as amended, the following provisions are included:

1. Darrell W. Moilanen, Engineer – Manager, is designated Chief Administrative Officer, and Lisa K. Savord, Finance Director–Clerk, is designated as Fiscal Officer.
2. The chief administrative officer is authorized to transfer up to 25% of a line-item amount approved in the General Appropriations Act to another line-item without prior approval, but subject to approval of the Board of County Road Commissions at their next regular Board Meeting.
3. The expenditure amount approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line-items in the proportion as the allocation of actual Distributive Expense at year end.

MOTION APPROVED by roll call vote, 3 yeas, 0 nays.

Open bids for cutting edges – Bids were opened and read aloud as follows:

Fabco Equipment, Marquette, MI	6’ Steel	\$ 80.79 each
	7’ Steel	\$ 93.22 each
	4’ Carbide	\$198.92 each

Total bid: \$57,075.84

Winter Equipment, Willoughby, OH	6’ Steel	\$ 95.44 each
	7’ Steel	\$111.34 each
	4’ Carbide	\$258.33 each

Total bid: \$67,997.56

H&L Mesabi, Negaunee, MI	6’ Steel	\$ 99.95 each
	7’ Steel	\$116.65 each
	4’ Carbide	\$873.90 each

Total bid: \$78,462.80

Moved by Anderson, seconded by Betzinger to award to the low bidder, Fabco Equipment, pending

tabulation of the bids. Carried unanimously.

Open bids for CR557 Grade Lift and Pave Project – Bids were opened and read aloud as follows:

Payne & Dolan, Gladstone, MI	\$283,064.57
Bacco Construction, Iron Mountain, MI	\$315,384.08

Sign Memorandum of Cooperative Agreement with Hannahville Indian Community – Moved by Anderson, seconded by Betzinger to sign the Memorandum of Cooperative Agreement with Hannahville Indian Community for the CR557 Grade Lift and Pave Project. Carried unanimously.

Award bid for CR557 Grade Lift Project contingent upon Hannahville Indian Community also signing the Memorandum of Cooperative Agreement – Since the agreement has been signed by Tribal Chairperson Kenneth Meshigaud; it was moved by Anderson, seconded by Betzinger to award the bid to Payne & Dolan pending tabulation of the bids. Carried unanimously.

Act on distribution of Forest Funds – Anderson asked how it was decided which townships get the Forest Funds. Moilanen stated that the decision was based on how the projects were funded, not which township the project was in. If a project is fully funded by other sources Forest Funds could not be used.

Moved by Betzinger, seconded by Anderson to allocate the Forest Funds as follows:

CR 338 (CR581 East to R-1 Drive)	51,612.96
CR 356 (N. Balsam Lane)	64,941.12
Spring Green Road	44,461.03
Total	\$161,015.11

Carried unanimously.

Discuss winter operations and use of temps/contractors for winter maintenance – Moilanen noted that there are currently 27 full time union employees and 1 full time management employee that have CDL’s and plow snow. There are 22 county plow routes. Two employees work as night men for the state trunk line and six employees plow the state highway, leaving the road commission two employees short for winter plowing. There is one retiree that is willing to plow snow on an as needed basis. Moved by Betzinger, seconded by Kakuk to have Moilanen hire one more temporary employee for winter maintenance. Carried unanimously.

Schedule meeting to discuss/approve final amendment of the 2012/2013 Budget – It was decided to hold a special meeting on Tuesday, September 24, 2013 at 9:00 a.m. to approve the final amendment of the 2012/2013 Budget.

Update on St. John Neumann Church parking lot paving and permit – Moilanen stated that he had met with Supervisor Moraska and a church official at the site. The house on the property has been removed. The church had an employee from Bittner Engineering design the project. Betzinger asked about drainage in the area. Moilanen stated that there is already a catch basin there. Moved by Anderson, seconded by Kakuk to approve the project. Carried unanimously.

Discuss items to submit to Hannahville Indian Community for 2% Grant Funds – Moved by Anderson, seconded by Betzinger to request \$45,000 to use for the rental of a crack filling machine along with materials and labor to run it. Carried unanimously.

Discuss time clock utilization – Moilanen stated that the current time clocks were several years old and no longer keep the correct time. The cost to replace the time clocks is approximately \$440 each. There is also the expense of purchasing the time cards and ink ribbons for the clocks. It was also noted that the used time cards had to be kept in storage for seven years. Betzinger stated that the reason the time clocks were purchased in 2008 was that there were complaints that when employees had to work late no one really knew what time they ended their work day. Moved by Anderson, seconded by Betzinger to eliminate the current time clocks and replace them with atomic time clocks so that all employees are working on the same time. Any instances of employees leaving their shift early would result in disciplinary action. Carried unanimously.

Discuss petition from residents on Miscauno Island Drive – Moilanen stated that petitions had been received from residents of Miscauno Island Drive requesting that the road commission accept responsibility to maintain the portion of Miscauno Island Drive from the road commission turn

around to the Menominee River Bridge, which consists of three tenths of a mile. Moilanen noted that the road was only 15 to 16 feet wide in some areas. This issue had also been brought to the road commission in 2001 – 2003. Legal counsel was sought at that time and the legal opinion given to the road commission was that the road commission cannot maintain a road that was not within its jurisdiction. In order for the road commission to accept the road into its jurisdiction the road would first have to be designed and built to road commission approved specifications. Right of way easements would also need to be established. The current property deeds in the area give easement to the property owners and state that it is their responsibility to maintain their road. A sub-division was never established in the area. Moved by Betzinger, seconded by Kakuk that Miscauno Island Drive not be accepted into the road commission’s jurisdiction at this time. The issue may be reconsidered at a later date if the property owners design and build the road to road commission specifications. Carried unanimously.

Any other business – Betzinger discussed CRAM’s annual Shake Your Mailbox Day and requested that the information be published in the Menominee County Journal and the Luft’s Advertiser.

Kakuk stated that a washout on CR354 by the fire tower had been reported to him. Moilanen will have the foreman look at the area.

Kakuk discussed items that had been brought up at the conference he and Anderson had recently attended in Boyne City. Among the topics were the projects for the \$44,000,000 surplus from the state’s general fund that was being allocated to roads, of which \$10,000,000 may be used in the Upper Peninsula. Also discussed were additional funds that may be available in February, 2014; increasing the speed limit to 80 miles per hour on state highways; and the outcome of the few road commissions that were taken over by their county boards.

Gerald Piche asked if there were any regulations regarding the placement of mailboxes. Moilanen stated that the US Postal Service has regulations for this but that they are hard to enforce. Mr. Piche also commented that he feels that road commissions should not approve of the higher speed limits as they would be hard on the roads. He will be attending a conference in Frankenmuth where one of the topics they will be discussing will be the option of county boards taking over the road commissions.

Public Comment – Dave Wesoloski noted that a copy of the invoice for the chip seal that Menominee Township had contracted had been sent to the road commission. He also asked if Moilanen could send a letter to township officials explaining the deviations from the original proposal on the CR338 project.

Mr. Wesoloski noted that the September 26 County MTA meeting may be cancelled due to scheduling issues with some of the officers.

Jim Moraska asked why none of the additional money from the state’s general fund would be spent in Spalding Township. Moilanen explained that the projects selected were on the all-season road system. Mr. Moraska will have his board compile a list of projects for future consideration. Mr. Moraska also noted that the township had cleaned the ditch on Maple Street and he feels that the ditch behind Fazer’s store has standing water in the ditch and is a safety hazard due to the number of children in the neighborhood. Moilanen will have the Powers crew bring in the brush chopper for further cleanup of the ditch behind Fazer’s store yet this fall.

Betzinger noted that he had looked over the area where the chip seals had been done in the Village of Carney and that everything looked good.

Moilanen stated that he would like to send a letter of appreciation to the Delta County Road Commission for allowing their crew to come in to chip seal for us. The board concurred that the letter should be written.

There being no further business, Kakuk declared the meeting adjourned at 10:17 a.m.