

The Menominee County Board of Road Commissioners held a special meeting via teleconference on Wednesday, September 30, 2020.

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

Present: (all by phone) Kenneth Bower, Anthony Kakuk, Kenneth Kline, Darrell Cass, and Lisa Savord. Also present by phone was Larry Barker and other unidentified callers.

Absent: None.

The Pledge of Allegiance was recited.

Public comments – Kakuk called for public comment and there was none.

Public appearances – None.

Discuss/approve 2019/2020 Budget Amendment # 2 – Cass advised that since the time that the commissioners had received their meeting packets, a correction had been made to the Township Contributions line item on the revenue sheet. This resulted in total revenues increasing from \$8,950,439 to \$9,164,439. Due to this change the budgeted year end net went from (\$862,928) to (\$648,928), leaving a fund balance of \$4,085,704 at the fiscal year end. Various other line items were discussed by the board. Moved by Kakuk, seconded by Bower to adopt the 2019/2020 Budget Amendment # 2, as corrected. Roll call vote: Bower – Aye; Kakuk – Aye; Kline – Aye. Motion carried.

	FY 2018/2019	Budget 2019/2020	Budget 2019/2020	Budget 2019/2020	Budget 2019/2020
	<u>Actual Prior</u>	<u>Recommended</u>	<u>Amended Amount #1</u>	<u>Amended Amount #2</u>	<u>Total</u>
<b>REVENUES</b>					
Mich. Transportation Funds	\$5,565,086	\$6,042,599	(\$661,166)	\$216,907	\$5,598,341
Special State Funds	888,963	188,512	38,022	0	226,534
Federal Funds	1,726,029	88,000	345,585	7,548	441,133
County Raised Funds	1,574,875	1,531,184	482,404	25,000	2,038,588
Gain/Loss Equip. Disposal	10,799	0	24,340	0	24,340
Other Contributions	<u>203,228</u>	<u>0</u>	<u>0</u>	<u>835,504</u>	<u>835,504</u>
<b>TOTAL REVENUES</b>	<b><u>\$9,968,980</u></b>	<b><u>\$7,850,295</u></b>	<b><u>\$229,184</u></b>	<b><u>\$1,084,959</u></b>	<b><u>\$9,164,439</u></b>
<b>EXPENDITURES</b>					
Primary Roads	3,813,918	3,210,184	(97,235)	282,500	3,395,449
Local Roads	4,101,462	1,289,500	599,359	631,750	2,520,609
State T/L Maintenance	829,951	750,000	76,000	4,000	830,000
TWA/Other T/L Maintenance	52,901	9,000	480,000	(108,000)	381,000
Equipment Expense (Net)	(150,186)	90,000	(285,000)	(173,000)	(368,000)
Administrative Expense (Net)	539,282	350,500	(41,750)	(11,095)	297,655
Distributive Expense	0	1,730,000	(115,000)	(15,000)	1,600,000
Capital Outlay (Net)	376,235	460,704	0	515,000	975,704
Miscellaneous	86,313	86,313	94,337	300	180,950
Special Projects	0	20,625	(20,625)	0	0
Contingencies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$9,649,875</u></b>	<b><u>\$7,996,826</u></b>	<b><u>\$690,086</u></b>	<b><u>\$1,126,455</u></b>	<b><u>\$9,813,367</u></b>
<b>YEAR END</b>					
Budgeted Net Revenue (Expenditures)	9/30/2020	<u>(\$146,531)</u>	<u>(\$460,902)</u>		<u>(\$648,928)</u>
<b>YEAR END</b>					
Current Estimated Operating Surplus (Deficit)	9/30/2019	\$319,104			
<b>DATE</b>					
Accumulated Avail. Surplus (Deficit)	DATE				
from Prior Yrs.	9/30/2018	<u>\$4,415,528</u>			
	9/30/2019	<u>\$4,734,632</u>			
Projected Surplus at End of Budget Year (2019/2020)		<u>\$4,588,102</u>			<u>\$4,085,704</u>

Discuss/sign ROW Easement for Carley Street railroad crossing closure turn around - Cass explained that this was the final step before moving forward with the Carley Street railroad crossing closure. Moved by Kakuk, seconded by Kline to approve the easement agreement with the Sault

Ste. Marie Bridge Company and have Kakuk sign the document on behalf of the board. Roll call vote: Bower – Aye; Kakuk – Aye; Kline – Aye. Motion carried.

Discuss/act upon road commissioner compensation resolution – Discussion ensued regarding the per diems for meeting attendance. Kakuk stated that he would like to first check with past commissioners regarding this amount. Cass will also check road commission records to see if there is any documentation showing when the amounts were set. Moved by Kakuk, seconded by Bower to not adopt the resolution at this time and to have this item added to the agenda for the October 13, 2020 regular board meeting. Roll call vote: Bower – Aye; Kakuk – Aye; Kline – Aye. Motion carried.

Any other business - Cass noted that he had prepared the Hannahville 2% Grant request for a gravel trailer, asking for \$25,000 grant funds with a match of \$10,000 from the road commission.

Cass advised that the annual safety training was going to be changed to 3 separate days – one for each shop – in order to allow for better social distancing among the employees. The Menominee district will meet on Tuesday, October 20, Stephenson on Wednesday, October 21 and Powers on Thursday, October 22. The format/training will be the same all 3 days and will run from 7:30 a.m. to 3:00 p.m. Kline stated he will be out of town that week and unable to attend. Bower will go to the training in Powers and Kakuk will attend Stephenson but will also make a quick stop at the other two shops.

Cass stated that MDOT had agreed to have the road commission add one additional night man for winter operations. This will bring the total to 3, one in each district. The new position will be in the Powers district. Because of this change a new day shift position will need to be filled. Moved by Kakuk, seconded by Bower to approve hiring one new truck driver to fill the vacancy within the road commission. Roll call vote: Bower – Aye; Kakuk – Aye; Kline – Aye. Motion carried.

Cass asked for permission to hire an Engineering Technician. He explained that an office assistant position had been eliminated by layoff due to COVID-19 earlier in the year, and that it was decided that an Engineering Technician would be a better fit for the current workload in the office. Funding for the position would come from the money saved due to the layoff and also a savings in consulting fees for some of the engineering tasks that had been outsourced over the past several years. Moved by Kakuk, seconded by Bower to allow Cass to hire a full time, hourly non-exempt, Engineering Technician with an hourly rate of \$23 – \$25/hour dependent upon qualification. Roll call vote: Bower – Aye; Kakuk – Aye; Kline – Aye. Motion carried.

Bower asked if the used mower tractor had been delivered yet and how it would be scheduled between the 3 shops. Cass responded that the machine had been delivered and that the mechanics had replaced the tires and done a few other minor repairs that were needed. He added that the Menominee district had the old mower tractor and that this newly purchased tractor would be shared between the Stephenson and Powers districts. Cass advised the board that the new hydro seeder, that was purchased in part with USDA grant funds, had also been delivered.

Kline asked about the status of some mattresses that he had reported to be on the side of US41 south of Twin Creek Road. Savord replied that the foreman had been advised and would have them picked up as soon as he had someone available for the work.

Public Comments – Kakuk called three times for public comment and there was none.

There being no further business, Kakuk declared the meeting adjourned at 9:56 a.m.

---

Road Commission Finance Director/Clerk

---

Chair