

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Thursday, December 21, 2023, at 9:00 a.m. at the Midland County Road Commission office.

Present: Mike Atton, Chair
Jim Hyatt, Vice Chair
Bill Cozat, Member
Jon Myers, Managing Director
Steve Youngs, Facilities Manager
Donna Lowe, Finance Director
Ashley Hiles, GIS Coordinator
Russ Inman, Director of Engineering
Jeff Brown, Construction Technician
Travis Haverkamp, Design Engineer

Absent: Art Buck, Superintendent

Public Present: Jen Miller, Sanford.

The Pledge of Allegiance was said.

Additions to Agenda:

Approval of Minutes:

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the minutes of the December 12, 2023 meeting.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Public Comment:

None

Approval of Open Accounts and Payroll:

The payroll for December 21, 2023 was discussed.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to authorize payroll for December 21, 2023.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Open accounts for December 21, 2023 were discussed.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve open accounts for December 21, 2023, in the amount of \$468,826.64.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Correspondence and Items of Information:

CRA Highway Conference and Road Show

Registration for the CRA Highway Conference and Road Show opens on January 4, 2024. It will be held in Lansing March 19 – 21, 2024, and hotel rooms will need to be booked early. Donna hopes to have a head count of attendees at the January 4, 2024 board meeting.

Unfinished Business:

2024 Wages

The board discussed the 2024 Admin wage schedule that had been presented at the previous meeting. Jon had revised it slightly to clear up some confusion about step increases, and one of the wages in the 2023 spreadsheet was incorrect. Commissioner Atton proposed a 6% wage increase and a \$2000 lump sum bonus for the Managing Director.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to adopt the 2024 Admin wages as presented and a 6% wage increase and a \$2000 lump sum bonus for the Managing Director.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

New Business:

2023 Budget Adjustments

The 2023 budget adjustments were presented and discussed:

**MIDLAND COUNTY ROAD COMMISSION
APPROPRIATION BUDGET 2023**

	Proposed 2023 Budget	Actual November	Estimate December	2023 Budget Adjustment	2023 Adjusted Budget
TAXES					
County Millage/Per prop	3,600,000	4,197,064		597,064	4,197,064 0
PERMITS & LICENSES	55,000	73,930	3,875	22,805	77,805
FEDERAL SOURCES					
Bridges					
Surface Trans/STP	1,236,200	1,246,975		10,775	1,246,975
Fed. Safety Grant	297,505	427,260		129,755	427,260
Fed. Aid Flood	1,579,061	915,836		-663,225	915,836
Federal Aid RTF Buyout	641,700	726,274		84,574	726,274
FEMA	225,200	275,244		50,044	275,244
Transportation Alternatives - TAP				251,690	251,690
STATE SOURCES					
MTF	11,046,964	10,497,666	851,200	301,922	11,348,866
Build Michigan	199,000	180,905	16,435	-1,660	197,340
Bridge	423,450			-423,450	0
EDF- "D" Funds overlays	82,916	82,916		0	82,916
EDF-Forest Rd "E"	48,134	48,134		0	48,134
EDF-Urban area "F"				426,805	426,805
Bridge - Coleman Rd				0	
State Infrastructure Bank Loan				0	
CONTRIBUTIONS					
City/Villages/Counties		41,783		41,783	41,783
Townships	900,000	589,305	35,706	-274,989	625,011
Other - Salv sales	10,000	147,447		137,447	147,447
CHARGES FOR SERVICES					
State Maintenance	852,477	799,446	80,072	27,041	879,518
State Non-Maint	0				0
Other - Inspection fees/Weighmaster				0	0
OTHER-LIST					
Interest & Rentals	6,500	181,556	15,000	190,056	196,556
Equipment Leases				0	0
Sell Property (Consumers)				0	0
Private Contrib		142,322		142,322	142,322
Proceeds/royalties					0
Gain(loss) on equip disposals		58,200	0	58,200	58,200
TOTAL REVENUES	21,204,106	20,632,263	1,002,288	1,108,960	22,313,046

**MIDLAND COUNTY ROAD COMMISSION
APPROPRIATION BUDGET 2023**

	Proposed 2023 Budget	Actual November	Estimate December	2023 Budget Adjustment	2023 Adjusted Budget
PRIMARY CONSTRUCTION					
PRIMARY HEAVY MAINT	6,251,123	3,944,903	522,328	(1,783,892)	4,467,231
PRIMARY MAINTENANCE	3,004,320	2,994,206	658,728	648,614	3,652,934
LOCAL HEAVY MAINT	3,212,320	3,076,384	1,028,528	892,592	4,104,912
LOCAL MAINTENANCE	4,162,320	2,598,234	421,228	(1,142,859)	3,019,461
LOCAL CONSTRUCTION				0	0
STATE TRUNKLINE MAINT	828,820	833,327	72,000	76,507	905,327
STATE NON-MAINTENANCE	0			0	0
EQUIPMENT EXPENSE(NET)				0	0
Direct	1,747,820	2,303,037	55,811	611,029	2,358,849
Indirect	899,320	1,670,583	208,000	979,263	1,878,583
Operating	336,820	398,190	35,000	96,370	433,190
Rented Equipment				0	0
Less Equipment Rental Credits	(2,580,000)	(2,580,000)			(2,580,000)
				0	0
ADMINISTRATIVE EXPENSE (NET)				0	0
Administrative	859,320	781,850	77,470	0	859,320
Less Credits To	(90,355)	(145,207)		54,852	(145,207)
				0	0
CAPITAL OUTLAY (NET)				0	0
Office	1,000	715	8,495	8,210	9,210
Engineering	51,850	8,122	17,000	(26,728)	25,122
Garage/Shop/Misc Rd Equ	22,500	3,880	15,755	(2,865)	19,635
Road Equipment	1,525,000	761,355	238,646	(500,000)	1,000,001
Building	160,000	9,912	10,000	(140,088)	19,912
Wetland				0	0
Less: Retirements		(58,200)		(58,200)	(58,200)
Depreciation	(1,000,000)	(1,000,000)		0	(1,000,000)
				0	0
OTHER				0	0
Debt Principal Payments	400,000	400,000		0	400,000
Interest Expense		0		0	0
City/Villages/Counties	60,000	16,860	13,000	(30,140)	29,860
Distributive Expense				0	0
				0	0
Drain Commission	160,000	188,439		28,439	188,439
TOTAL EXPENDITURES	20,012,178	16,206,589	##### ##	(288,899)	19,588,576
TOTAL REVENUES	21,204,106	14,431,038	1,002,288	1,108,960	22,313,046
LESS TOTAL EXPENDITURES	20,012,178	14,533,720	3,381,987	-288,899	19,588,576
REVENUES OVER(UNDER) EXPENSE	1,191,928	-102,682	-2,379,700	1,397,859	2,724,470

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve budget adjustments as presented.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Set-In-Stone bid extension

The board reviewed an offer from Set-in-Stone to extend the 2023 bridge beam prices into 2024. Moved by Commissioner Cozat and seconded by Commissioner Hyatt to extend the Set-in-Stone bridge beam contract for one year.

Roll call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Pavement Recycling Inc bid extension

The board reviewed a letter from Pavement Recycling Inc. to extend the 2023 pulverizing prices for the 2024 road construction season.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to extend the Pavement Recycling Inc. pulverizing contract for one year.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Action Traffic bid extension

The board reviewed a letter from Action Traffic Maintenance to extend the 2023 guardrail repair prices through 2024.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to extend the Action Traffic guardrail repair contract for one year.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Hanes Geo bid extension

The board reviewed a letter from Hanes Geo to extend the 2023 geotextile and erosion control prices through 2024.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to extend the Hanes Geo geotextile and erosion control contract for one year.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Miscellaneous:

None

Staff Reports:

Ashley has been busy with maps. She has been working on bid maps, helping Travis with Asset Management maps and is starting to work on 2024 construction maps.

Jeff has GPS and inventoried all of the aggregate stock piles. He is also working on material bids that will be advertised in the next week. There will be some large culverts that will need to be bid out in February.

Russ reported that the 2024 RTF project plans have been finalized. The projects planned include a joint project with the City of Coleman, as well as Wackerly Road from Meridian to 7 Mile. He also updated the board on a second stakeholder meeting that was held on the Letts Rd. Connector. This meeting was with Dow, because their employees were not able to attend the first meeting. That meeting went well. Russ also stated that he had read in the newspaper that the City of Midland is rearranging their engineering department. It will be under the direction of the planning department now, which he believes will help relationships for MATS planning in the future.

Donna has been busy working on getting the budgets ready for review.

Jon reported on a meeting he had attended in Clare County that was hosted by William Hamilton from the House Fiscal Agency. It was geared toward transportation and was very informative. He also stated that there was nothing new to report on the Bailey Bridge project. They are finalizing the right of way with Dow, and once that is finalized, it will be turned in for bid letting. Jon reviewed the tech upgrades that he has been researching. Unfortunately, the grant he had applied for to obtain upgrades for our radios was denied, which meant the cost for those upgrades had to be added into the budget for next year. He also updated the board on trainings that are being scheduled over the winter months. He stated the change of scope on the Stewart Road project was still not approved by FEMA, however they did grant an extension to give time for the approval of the change in scope.

Travis attended a training in Mount Pleasant that was put on by MTU and EGLE, which hopefully will help smooth out the EGLE permitting process in the future.

Steve reported that all equipment is running and ready for winter. Samsera has loaned us forward facing dash cameras for a 90-day free trial. The mechanics are getting those installed on trucks and from what Steve has seen so far, the technology will be tremendously helpful not only for material distribution, but notifications about truck performance as well as capturing information for liability issues in case of accidents. Steve also reported that the brine storage tank is in transit and may possibly be delivered this week, our two new loaders are both scheduled to be delivered by mid-January. The mechanic crew has developed an evac system to drain oil, which makes the process much safer, and they have been working on cleaning up the yard this last week, taking advantage of the good weather.

Commissioner Atton opened the Public Hearing on the 2024 Proposed Budget at 9:30 am and discussion ensued:

**MIDLAND COUNTY ROAD COMMISSION
APPROPRIATION BUDGET 2024**

	2023 Proposed BUDGET	2023 Adjusted BUDGET	2024 Proposed BUDGET
REVENUES			
TAXES			
County Millage/Per prop	3,600,000	4,197,064	4,200,000.00
PERMITS & LICENSES	55,000	77,805	70,000.00
FEDERAL SOURCES			
Bridges			703,997.00
Surface Trans/STP	1,236,200	1,246,975	2,676,790.00
Fed "D" Funds - overlays	82,916		
Fed. Safety Grant	297,505	427,260	
Fed. High Risk			
Fed. Aid Flood	1,579,061	915,836	751,098.00
Federal Aid RTF Buyout	641,700	726,274	
Transportation Alternatives-TAP		251,690	
FEMA	225,200	275,244	
STATE SOURCES			
MTF	11,046,964	11,348,866	11,095,098.00
Build Michigan	199,000	197,340	199,000.00
Bridge	423,450	0	423,450.00
EDF- "D" Funds	0	82,916	
EDF-Forest Rd "E"	48,134	48,134	48,134.00
EDF-Urban area "F"		426,805	86,266.00
State Infrastructure Bank Loan			
CONTRIBUTIONS			
City/Villages/Counties		41,783	10,000.00
Townships	900,000	625,011	1,177,227.06
Other - Salv sales	10,000	147,447	10,000.00
CHARGES FOR SERVICES			
State Maintenance	852,477	879,518	1,254,484.00
State Non-Maint	0	0	0.00
Other - Inspection fees/Weighmaster		0	0.00
OTHER-LIST			
Interest & Rentals	6,500	196,556	55,000.00
Equipment Leases		0	0.00
Sell Property (Consumers)		0	0.00
Private Contrib	0	142,322	0.00
Proceeds/royalties	0	0	0.00
Gain(loss) on equip disposals	0	58,200	0.00
TOTAL REVENUES	21,204,106	22,313,046	22,760,544.06

**MIDLAND COUNTY ROAD COMMISSION
APPROPRIATION BUDGET 2024**

	2023 Proposed BUDGET	2023 Adjusted BUDGET	2024 Proposed BUDGET
EXPENDITURES			
PRIMARY CONSTRUCTION			
PRIMARY HEAVY MAINT	6,251,123	4,467,231	6,250,000.00
PRIMARY MAINTENANCE	3,004,320	3,652,934	3,800,000.00
LOCAL HEAVY MAINT	3,212,320	4,104,912	3,250,000.00
LOCAL MAINTENANCE	4,162,320	3,019,461	3,000,000.00
LOCAL CONSTRUCTION			
STATE TRUNKLINE MAINT	828,820	905,327	900,000.00
STATE NON-MAINTENANCE	0		0.00
EQUIPMENT EXPENSE(NET)			
Direct	1,747,820	2,358,849	2,000,000.00
Indirect	899,320	1,878,583	1,000,000.00
Operating	336,820	433,190	435,000.00
Rented Equipment			
Less Equipment Rental Credits	(2,580,000)	(2,580,000)	(2,580,000.00)
ADMINISTRATIVE EXPENSE (NET)			
Administrative	859,320	859,320	850,000.00
Less Credits To	(90,355)	(145,207)	(90,000.00)
CAPITAL OUTLAY (NET)			
Office	1,000	9,210	1,000.00
Engineering	51,850	25,122	130,000.00
Garage/Shop/Misc Rd Equ	22,500	19,635	183,500.00
Road Equipment	1,525,000	1,000,000	1,113,074.00
Building	160,000	19,911	130,000.00
Wetland			
Less: Retirements		(58,200)	
Depreciation	(1,000,000)	(1,000,000)	(1,000,000.00)
OTHER			
Debt Principal Payments	400,000	400,000	400,000.00
Interest Expense	0	0	0.00
City/Villages/Counties	60,000	29,860	60,000.00
Distributive Expense			
Drain Commission	160,000	188,438	200,000.00
TOTAL EXPENDITURES	20,012,178	19,588,576	20,032,574.00
TOTAL REVENUES	21,204,106	22,313,046	22,760,544.06
LESS TOTAL EXPENDITURES	20,012,178	19,588,576	20,032,574.00
REVENUES OVER(UNDER) EXPENSE	1,191,928	2,724,470	2,727,970.06

No public comment was offered.
Commissioner Atton closed the Public Hearing at 9:42 am.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve the 2024 budget as presented.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Commissioner Hyatt had some questions about the work that was being done on the dam in Sanford. Jon updated him on some of the road closures.

Commissioner Cozat congratulated everyone on a successful year and wished everyone a Merry Christmas and Happy New Year.

Commissioner Atton asked about two trucks that we were selling to Clare County. Steve reported that Clare County had taken possession of the trucks and that it was a great deal for both parties.

Meeting was adjourned by Commissioner Atton at 10:03 am until Thursday, January 4, 2024.

Donna Lowe, Finance Director

Mike Atton, Chair