

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Wednesday, April 18, 2018 at 9:00 a.m. at the Road Commission office.

Present: Mike Atton, Chairman  
Don Terwillegar, Vice Chairman  
Al Kloha, Commission Member  
Terry Palmer, Managing Director  
Sam SanMiguel, Superintendent  
Brenda Gordert, Finance Director  
Russ Inman, Design Engineer  
Ben Mead, Facilities Manager  
Art Buck, Design Technician

Absent: None

Public Present: Eugene Smith, Hope Township; Maria Sandow, Larkin Township Supervisor; Bruce Lang, BDL Testing and Driving School.

**The Pledge of Allegiance was said**

**Additions to Agenda:**

New Business – Grant Resolutions  
Miscellaneous – Buttonville Amended Final Plat

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to approve additions to agenda.

Roll Call.

Yeas: Commissioners Terwillegar, Atton, Kloha

Nays: None

Motion Carried

**Approval of Minutes:**

Moved by Commissioner Kloha and seconded by Commissioner Atton to approve the minutes of the April 5, 2018 meeting as amended.

Roll Call.

Yeas: Commissioners Kloha, Atton, Terwillegar

Nays: None

Motion Carried

**Public Comment:**

Bruce Lang from BDL Testing and Driving School, LLC. spoke regarding CDL training. He is seeking approval to use the Road Commission back parking lot for driver testing. He would paint permanent lines on asphalt for the testing. Testing would take approximately 40 minutes per driver. Discussion ensued.

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to approve 1-year pilot program after details approved by staff.

Roll Call.

Yeas: Commissioners Atton, Terwillegar, Kloha

Nays: None

Motion Carried

**Approval of Open Accounts:**

The pre-pay for April 19, 2018 was discussed.

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to approve payment for the payroll and open accounts for April 19, 2018 in the amount of \$429,788.60.

Roll Call.

Yeas: Commissioners Kloha, Terwillegar, Atton

Nays: None

Motion Carried

**Correspondence and Items of Information:**

None

**Permit listing was reviewed****Unfinished Business:**

None

**New Business:**

Final Budget for 2017 was presented and discussion ensued:

**APPROPRIATION BUDGET 2017**

	2015 ACTUAL	2016 ACTAL	PROPOSED 2017 BUDGET	2017 ACTUAL
<b>REVENUES</b>				
<b>TAXES</b>				
County Millage/Per prop	1,286,708	2,621,353	2,600,000	2,935,482
<b>PERMITS &amp; LICENSES</b>	27,000	29,700	30,000	42,685
<b>FEDERAL SOURCES</b>				
Bridges				
Surface Trans/STP		793,142		
Fed "D" Funds - overlays	379,564	487,141	970,891	1,626,945
Fed. Safety Grant		25,314	1,064,000	
FEMA	89,320			
<b>STATE SOURCES</b>				
MTF	5,867,003	5,992,562	7,400,000	7,913,606
Build Michigan	198,585	197,268	197,000	197,373
PA252 Additional Funds	264,654			
PA84 Additional Funds	477,078	475,254		
EDF- "D" Funds overlays	114,472	81,263	157,900	137,737
EDF-Forest Rd "E"	48,135	48,134	48,200	48,134
Bridge - Coleman Rd	1,446,847			
FEMA	4,424	11,869		
State Infrastructure Bank Loan				2,000,000
<b>CONTRIBUTIONS</b>				
City/Villages/Counties	151,164	182,259	10,000	67,014
Townships	1,325,918	1,410,241	900,000	648,793
Other - Salv sales	5,873	7,179		21,274
<b>CHARGES FOR SERVICES</b>				
State Maintenance	636,021	837,785	622,064	725,338
State Non-Maint	326,043	113,430		231,944
Other - Inspection fees		7,969		
<b>OTHER-LIST</b>				
Interest & Rentals	1,314	4,222	4,000	10,697
Equipment Leases				382,259
Private Contrib	117,998	108,713	0	175,230
Proceeds/royalties	10	5		7
Gain(loss) on equip disposals	103,039	7,238	61,000	53,342
<b>TOTAL REVENUES</b>	<b>12,871,171</b>	<b>13,442,041</b>	<b>14,065,055</b>	<b>17,217,860</b>

**EXPENDITURES****PRIMARY CONSTRUCTION**

<b>PRIMARY HEAVY MAINT</b>	4,037,779	4,176,457	3,919,700	5,106,883
<b>PRIMARY MAINTENANCE</b>	2,900,159	2,850,858	2,800,000	2,622,998
<b>LOCAL HEAVY MAINT</b>	1,720,074	2,357,282	2,473,500	1,811,277
<b>LOCAL MAINTENANCE</b>	3,116,767	3,194,240	3,000,000	3,708,246
<b>LOCAL CONSTRUCTION</b>				
<b>STATE TRUNKLINE MAINT</b>	629,208	674,179	622,064	652,854
<b>STATE NON-MAINTENANCE</b>	326,043	113,430	0	231,944
<b>EQUIPMENT EXPENSE(NET)</b>				
Direct	1,177,431	1,164,269	1,000,000	1,395,549
Indirect	664,553	565,080	600,000	688,237
Operating	283,130	241,833	250,000	266,507
Rented Equipment				
Less Equipment Rental Credits	(1,945,051)	(2,060,002)	(1,900,000)	(2,207,171)
<b>ADMINISTRATIVE EXPENSE (NET)</b>				
Administrative	567,779	582,246	625,000	655,075
Less Credits To	(98,555)	(86,991)	(75,000)	(92,990)
<b>CAPITAL OUTLAY (NET)</b>				
Office	15,624	7,995	25,000	4,936
Engineering	55,366	49,803	81,100	28,681
Garage/Shop/Misc Rd Equ	37,381	32,719	62,950	222,259
Road Equipment	850,776	866,359	892,000	997,988
Building				229,956
Less: Retirements	(5,411)			(20,856)
Depreciation	(659,049)	(676,632)	(650,000)	(742,458)
<b>OTHER</b>				
Debt Principal Payments				
Interest Expense				
City/Villages/Other	99,168	16,237	10,000	53,334
Other Road Commissions				518,443
Drain Commission	85,416	47,319	80,000	70,795
<b>TOTAL EXPENDITURES</b>	<b>13,858,589</b>	<b>14,116,681</b>	<b>13,816,314</b>	<b>16,202,487</b>
<b>TOTAL REVENUES</b>	12,871,171	13,442,041	14,065,055	17,217,860
<b>LESS TOTAL EXPENDITURES</b>	<b>13,858,589</b>	<b>14,116,681</b>	<b>13,816,314</b>	<b>16,202,487</b>
	(987,418)	(674,640)	248,741	1,015,373

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to approve 2017 final budget.

Roll Call.

Yeas: Commissioners Terwillegar, Atton, Kloha

Nays: None

Motion Carried

A private road maintenance agreement was received from Hope Township for Lakeshore Drive pothole patching and brush cutting. Agreement is for four years January 1, 2019 expiring December 31, 2022.

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to approve Lakeshore Drive private road maintenance agreement.

Roll Call.

Yeas: Commissioners Atton, Kloha, Terwillegar

Nays: None

Motion Carried

The Managing Director reviewed the need to apply for a EDF grant for Jefferson and Monroe Roads to provide all-season road system continuity within the urbanized area of Midland County.

Moved by Commissioners Kloha and Terwillegar to adopt the following resolution:

WHEREAS, under the transportation bill State Funded Category F funds through the office of Economic Development are available under a competitive based consideration, and WHEREAS, projects are funded at 80% up to an amount not to exceed \$375,000, with a minimum 20% local match, and

WHEREAS, the Midland County Road Commission has selected Jefferson and Monroe Roads for upgrading to all-season routes, providing much needed connection to the existing all-season corridors located in the City of Midland and Larkin Township, within the urbanized area of Midland County.

THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners, County of Midland, authorizes Terence Palmer, Managing Director, to apply for these funds.

Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton.

Nays: None Resolution Adopted.

The Managing Director reviewed the need to apply for a EDF grant for Pine River, Homer and Gordonville Roads to provide all-season road system continuity within the urbanized area of Midland County.

Moved by Commissioners Terwillegar and Kloha to adopt the following resolution:

WHEREAS, under the transportation bill State Funded Category F funds through the office of Economic Development are available under a competitive based consideration, and

WHEREAS, projects are funded at 80% up to an amount not to exceed \$375,000, with a minimum 20% local match, and

WHEREAS, the Midland County Road Commission has selected Pine River, Homer and Gordonville Roads for upgrading to all-season routes, providing much needed connection to the existing all-season corridors located in Homer and Mt. Haley Townships, within the urbanized area of Midland County.

THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners, County of Midland, authorizes Terence Palmer, Managing Director, to apply for these funds.

Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton.

Nays: None Resolution Adopted.

The Managing Director reviewed the need to apply for Hazard Mitigation Grant Program Funding as a result of federal disaster DR-4326-MI.

Moved by Commissioners Terwillegar and Kloha to adopt the following resolution:

WHEREAS, under the Michigan State Police, Emergency Management and Homeland Security Division has Hazard Mitigation Grant Program Funds available for Declared Federal Disaster DR-4326-MI for projects located in Bay, Gladwin, Isabella and Midland Counties, and

WHEREAS, projects are funded at 75% Federal Funds, with a 25% local match, and

THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners, County of Midland, authorizes Terence Palmer, Managing Director, to apply for these funds.  
Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton.

Nays: None Resolution Adopted.

**Miscellaneous:**

Terry discussed the Wetland Bank grant of \$325,000. We are going to create approximately 30 acres of wetlands. There will be a lot of sand to be hauled and we could possibly work with local contractors.

Terry discussed the asphalt recycle demo held at our shop last week and presented a cost comparative spreadsheet. The recycle machine will cost approximately \$171,000 and is not in the budget for this year. We will need a covered building to manage stockpile and keep it out of the weather and dry. The staff will look into possible grants and get prices from other vendors.

Brenda presented the 2017 Annual Financial Report.

We have received the final amended plat of Buttonville in Geneva Township section 12. Amended plat of Lots 1-6, inclusive, Block 1, Lot 7, Block 2 and the vacated portions of Glenn Street and Alley.

**Staff Reports:**

Russ stated the asset management culvert inventory the engineering department has been working on will qualify for reimbursement up to \$36,189.00 including \$10,000.00 to purchase equipment.

He has submitted the annual certification maps.

He is finalizing the GIS data management report for the 2017 construction season.

Art stated we had a presentation Monday on Flexamat products. It can be used on slopes for stabilization. We will be purchasing a couple piece of materials to try out.

The culvert on 8 Mile Road between Redstone and County Line has been installed.

He is working on surveys and submitting paperwork to the DEQ.

The start date for Gordonville Road and 4 ¾ Mile Road has been delayed due to weather.

Sam stated approximately 8 townships are able to take advantage of the extra \$12,500 in matching funds. Possible project for unused money could be Badour Road in Homer and Midland Township.

He stated the gabion baskets are scheduled to be delivered Friday.

He is continuing to work on township estimates and 5-year plans with new asphalt numbers.

He has talked with Give Em A Brake Safety to give demonstration during the lunch and learn with the townships, central dispatch and fire departments.

Ben reviewed future equipment needs;

- Two sign trucks

- Vacuum/Pumper Truck

- Motor Grader

- Wood Chipper and Truck

- Semi-Trucks

The shop has been really busy and he is working a skid steer prices.

Terry stated frost laws are still in effect. He will check again the end of the week and possibly take restrictions off from M-20 south on Monday.  
He gave presentation to the County Board on Tuesday and our millage renewal request will go before the finance committee next week.

Meeting was adjourned by Commissioner Atton at 10:35 a.m. until Thursday, May 3, 2018.

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Brenda Gordert, Finance Director

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Mike Atton, Chairman