

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Thursday, December 19, 2024, 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
Russ Inman, Director of Engineering
Jeff Brown, Construction Technician
Travis Havercamp, Design Engineer

Absent: Art Buck, Superintendent
Ashley Hiles, GIS Coordinator

Public Present: Maria Sandow, Larkin Township appeared remotely

The Pledge of Allegiance was said.

Additions to Agenda:

None

Approval of Minutes:

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve the minutes of the December 5, 2024 meeting.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the minutes of the December 6, 2024 special meeting.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Public Comment:

Maria Sandow thanked the staff for their quick response and fantastic handling of last weekend's ice storm.

Approval of Open Accounts and Payroll:

The payroll for December 19, 2024 was discussed.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to authorize payroll for December 19, 2024.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Open accounts for December 19, 2024 were discussed.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve open accounts for December 19, 2024, in the amount of \$297,299.40.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Correspondence and Items of Information:

None

Unfinished Business:

None

New Business:

2024 Budget Adjustments

The 2024 budget adjustments were presented and discussed:

**MIDLAND COUNTY ROAD COMMISSION
2024 ADJUSTED APPROPRIATION BUDGET**

	2024 ADOPTED BUDGET	2024 BUDGET ADJUSTMENT	2024 ADJUSTED BUDGET
REVENUES			
TAXES			
County Millage/Per prop	4,200,000	(17,234)	4,182,766
PERMITS & LICENSES	70,000	(2,053)	67,947
FEDERAL SOURCES			
Bridges	703,997	(77,816)	626,181
Surface Trans/STP	2,676,790	(151,747)	2,525,043
Fed "D" Funds - overlays			
Fed. Safety Grant		7,663	7,663
Fed. High Risk			
Fed. Aid Flood	751,098	(745,036)	6,062
Federal Aid RTF Buyout			
Transportation Alternatives-TAP			
FEMA		526,368	526,368
STATE SOURCES			
MTF	11,095,098	389,164	11,484,262
Build Michigan	199,000		199,000
Bridge	423,450	(322,805)	100,645
EDF- "D" Funds			
EDF-Forest Rd "E"	48,134		48,134
EDF-Urban area "F"	86,266	(86,266)	0
State Infrastructure Bank Loan			
CONTRIBUTIONS			
City/Villages/Counties	10,000	143,834	153,834
Townships	1,177,227	575,866	1,753,094
Other - Salv sales	10,000	389,471	399,471
CHARGES FOR SERVICES			
State Maintenance	1,254,484	(694,721)	559,763
State Non-Maint		54,135	54,135
Other - Inspection fees/Weighmaster			
OTHER-LIST			
Interest & Rentals	55,000	138,546	193,546
Equipment Leases			
Sell Property (Consumers)			
Private Contrib			
Proceeds/royalties			
Gain(loss) on equip disposals		156,273	156,273
TOTAL REVENUES	22,760,544	283,644	23,044,187

**MIDLAND COUNTY ROAD COMMISSION
2024 ADJUSTED APPROPRIATION BUDGET**

	2024 ADOPTED BUDGET	2024 BUDGET ADJUSTMENT	2024 ADJUSTED BUDGET
EXPENDITURES			
PRIMARY CONSTRUCTION			
PRIMARY HEAVY MAINT	6,250,000	(825,392)	5,424,608
PRIMARY MAINTENANCE	3,800,000	(16,053)	3,783,947
LOCAL HEAVY MAINT	3,250,000	954,604	4,204,604
LOCAL MAINTENANCE	3,000,000	847,847	3,847,847
LOCAL CONSTRUCTION			
STATE TRUNKLINE MAINT	900,000	145,611	1,045,611
STATE NON-MAINTENANCE		57,924	57,924
EQUIPMENT EXPENSE(NET)			
Direct	2,000,000	511,239	2,511,239
Indirect	1,000,000	(166,160)	833,840
Operating	435,000	(294,741)	140,259
Rented Equipment		0	
Less Equipment Rental Credits	(2,580,000)	(184,555)	(2,764,555)
ADMINISTRATIVE EXPENSE (NET)			
Administrative	850,000	(20,682)	829,318
Less Credits To	(90,000)	1,519	(88,481)
CAPITAL OUTLAY (NET)			
Office	1,000	15,943	16,943
Engineering	130,000	(130,000)	0
Garage/Shop/Misc Rd Equ	183,500	(183,109)	391
Road Equipment	1,113,074	(196,821)	916,253
Building	130,000	(10,384)	119,616
Wetland			
Less: Retirements			
Depreciation	(1,000,000)		(1,000,000)
OTHER			
Debt Principal Payments	400,000		400,000
Interest Expense			
City/Villages/Counties	60,000	(43,140)	16,860
Distributive Expense			
Drain Commission	320,000	17,367	337,367
TOTAL EXPENDITURES	20,152,574	481,016	20,633,591
TOTAL REVENUES	22,760,544		23,044,187
LESS TOTAL EXPENDITURES	20,152,574		20,633,591
REVENUES OVER(UNDER) EXPENSE	2,607,970		2,410,596

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

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

2025 Commercial Cleaning Bids

The board reviewed the sole bid received from Jase Commercial Cleaning for the cleaning of the Sanford office and discussion ensued. Jase has been performing office cleaning for approximately 10 years. The annual cost for services exceeded the threshold set by MCRC Procurement Policies, and therefore was required to be bid out. The Board felt it was in the best interest of the Road Commission to reconsider the scope of services performed and rebid for these services.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to reject the commercial cleaning bid from Jase Commercial Cleaning and rebid following staff review.

Roll call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Miscellaneous:

None

Staff Reports:

Jeff stated that he has been working on finalizing local agency projects and that he has begun mapping out 2025 local drainage projects.

Russ indicated that the Road Commission had received payment on the invoices sent to the Midland Area Transportation Study for planning and data collection, PASER ratings and Asset Management activities this year. He also reported that he has been working on an engineering server issue, which has been corrected.

Donna has been working on finalizing the amended 2024 budget and preparing the proposed 2025 budget, as well as working on end-of-year duties.

Steve stated that he has been working on equipment planning for the coming year.

Travis has been busy with organizing PASER data and reported he met with Road Soft for information on how to best utilize that data.

Jon indicated that he has been helping everyone finish up the budget. He also has been working on plan development with the City of Midland regarding a gas station being built at the intersection of Saginaw and Stark Roads. Jon also reported that he is working to finish approvals for production of rubber aggregate blocks for the Kent Road bridge. He has received the final plan for the Bailey Bridge, and he stated that the EGLE permit was due to be approved on December 20th. He believes MDOT should be ready for a March letting on that project. Jon congratulated Commissioner Hyatt on his reappointment to the Road Commission Board. He reminded the Board about two upcoming retirement gatherings for the four people retiring at the end of the year. Jon also indicated that the Road Commission is advertising for Road Maintenance Workers through January 3, 2025. From this pool of applicants, they will replace crew that have moved up due to the end of the year retirements and possibly one additional employee in anticipation of another retirement in the first quarter of 2025.

Commissioner Atton opened the Public Hearing on the 2024 Proposed Budget at 9:32 am and discussion ensued:

**MIDLAND COUNTY ROAD COMMISSION
2025 APPROPRIATION BUDGET**

	2024 Proposed BUDGET	2024 Adjusted BUDGET	2025 Proposed BUDGET
REVENUES			
TAXES			
County Millage/Per prop	4,200,000	4,182,766	4,200,000
PERMITS & LICENSES	70,000	67,947	70,000
FEDERAL SOURCES			
Bridges	703,997	626,181	1,466,357
Surface Trans/STP	2,676,790	2,525,043	1,679,991
Fed "D" Funds - overlays			
Fed. Safety Grant		7,663	
Fed. High Risk			
Fed. Aid Flood	751,098	6,062	1,588,359
Federal Aid RTF Buyout			
Transportation Alternatives-TAP			
FEMA		526,368	
STATE SOURCES			
MTF	11,095,098	11,484,262	11,970,899
Build Michigan	199,000	199,000	199,000
Bridge	423,450	100,645	
EDF- "D" Funds			
EDF-Forest Rd "E"	48,134	48,134	48,134
EDF-Urban area "F"	86,266	0	
State Infrastructure Bank Loan			
CONTRIBUTIONS			
City/Villages/Counties	10,000	153,834	45,000
Townships	1,177,227	1,753,094	1,177,227
Other - Salv sales	10,000	399,471	10,000
CHARGES FOR SERVICES			
State Maintenance	1,254,484	559,763	1,254,484
State Non-Maint		54,135	
Other - Inspection fees/Weighmaster			
OTHER-LIST			
Interest & Rentals	55,000	193,546	55,000
Equipment Leases			
Sell Property (Consumers)			
Private Contrib			
Proceeds/royalties			
Gain(loss) on equip disposals		156,273	
TOTAL REVENUES	22,760,544	23,044,187	23,764,451

**MIDLAND COUNTY ROAD COMMISSION
2025 APPROPRIATION BUDGET**

	2024 Proposed BUDGET	2024 Adjusted BUDGET	2025 Proposed BUDGET
EXPENDITURES			
PRIMARY CONSTRUCTION			
PRIMARY HEAVY MAINT	6,250,000	5,424,608	7,501,388
PRIMARY MAINTENANCE	3,800,000	3,783,947	3,800,000
LOCAL HEAVY MAINT	3,250,000	4,204,604	3,250,000
LOCAL MAINTENANCE	3,000,000	3,847,847	3,100,000
LOCAL CONSTRUCTION			
STATE TRUNKLINE MAINT	900,000	1,045,611	1,000,000
STATE NON-MAINTENANCE		57,924	
EQUIPMENT EXPENSE(NET)			
Direct	2,000,000	2,511,239	2,500,000
Indirect	1,000,000	833,840	1,000,000
Operating	435,000	140,259	250,000
Rented Equipment			
Less Equipment Rental Credits	(2,580,000)	(2,764,555)	(2,700,000)
ADMINISTRATIVE EXPENSE (NET)			
Administrative	850,000	829,318	850,000
Less Credits To	(90,000)	(88,481)	(90,000)
CAPITAL OUTLAY (NET)			
Office	1,000	16,943	1,000
Engineering	130,000		106,000
Garage/Shop/Misc Rd Equ	183,500	391	10,000
Road Equipment	1,113,074	916,253	2,510,939
Building	130,000	119,616	105,000
Wetland			
Less: Retirements			(105,000)
Depreciation	(1,000,000)	(1,000,000)	(1,000,000)
OTHER			
Debt Principal Payments	400,000	400,000	400,000
Interest Expense			
City/Villages/Counties	60,000	16,860	30,000
Distributive Expense			
Drain Commission	320,000	337,367	300,000
TOTAL EXPENDITURES	20,152,574	20,633,591	22,819,327
TOTAL REVENUES	22,760,544	23,044,187	23,764,451
LESS TOTAL EXPENDITURES	20,152,574	20,633,591	22,819,327
REVENUES OVER(UNDER) EXPENSE	2,607,970	2,410,596	945,124

No public comment was offered.
Commissioner Atton closed the Public Hearing at 9:39 am.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve the 2025 budget as presented.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Meeting was adjourned by Commissioner Atton at 9:40 am until Thursday, January 2, 2025.

Donna Lowe, Finance Director

Mike Atton, Chair