

# GLADWIN COUNTY BOARD OF ROAD COMMISSIONERS

## MEETING MINUTES OF

December 16, 2020

The regular meeting of the Gladwin County Board of Road Commissioners was held on Wednesday, December 16, 2020 at 9:30 a.m. using phone conferencing due to COVID 19.

The Pledge of Allegiance was recited.

Meeting was called to order by the Chairman, Ron Brabon. Present were Commissioners Ronald Brabon, Steve Cameron, Charles Hinman, Clerk, Heather Cameron and Manager, Dave Pettersch.

The minutes from the November 25, 2020 regular meeting was presented for approval. Motion was made by Commissioner Cameron and seconded by Commissioner Hinman to approve the minutes as presented. Motion Carried

Payment voucher 20-25 was presented for approval for payroll in the amount of \$75,612.96 and bills payable in the amount of \$179,711.22 and payment voucher 20-25-2 for \$32,018.57. Motion was made by Commissioner Hinman and seconded by Commissioner Cameron. Motion Carried.

A motion was made by Commissioner Brabon and seconded by Commissioner Hinman to approve the transfer for bills payable for the week of December 23, 2020 and continue to allow Heather Cameron, Clerk sign for the commissioners. Motion Carried.

Cash balances were presented and reviewed.

We have a cleaning bid out for the new building.

Motion was made by Commissioner Hinman and seconded by Commissioner Cameron, that the 2021 Gladwin County Road Fund General Appropriations Act be approved as described as attached. For the purpose of administrating the General Appropriations Act in accordance with the Provision of Public Act 621 of 1978, as amended, the following provisions are included:

- a) Dave Pettersch, Manager is designated Chief Administrative Officer, and Heather Cameron, Clerk-Secretary, is designated as Fiscal Officer.
- b) 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 Commissioners at their next regular board meeting.
- c) The expenditure amounts approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line items in the same proportion as the allocation of actual Distributive Expense at the year end.

Motion was approved by following roll call vote:

Yeas: Brabon, Hinman, Cameron

Nays: None

Motion was made by Commissioner Hinman and seconded by Commissioner Cameron to transfer up to 50% of the Motor Vehicle Highway funds from Primary to Local or Local to Primary as permissible under Public Act 51. Motion Carried.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to amend the 2020 budget as of 12/31/20 as per the attached schedule. Motion Carried.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to set the board dates for 2021 as follows: January 6, January 20, February 3, February 17, March 3, March 17, March 31, April 14, April 28, May 12, May 26, June 9, June 23, July 7, July 21, August 4, August 18, September 1, September 15, September 29, October 13, October 27, November 10, November 24, December 8 & December 22. Motion Carried

Motion was made by Commissioner Hinman and seconded by Commissioner Cameron to open the public hearing for the 2021 proposed budget. Motion Carried.

A public hearing was held at 10:00 a.m. for the 2021 proposed budget.

A motion was made by Commissioner Hinman and seconded by Commissioner Brabon to close the public hearing for the 2021 proposed budget and go into regular session. Motion Carried.

A motion was made by Commissioner Hinman and seconded Commissioner Cameron to approve the proposed budget for 2021 as listed. Motion Carried. Ayes: Brabon, Hinman, Cameron Nays: None

### Budget Summary

Line #	INCOME ACCOUNT DESCRIPTION:		YEAR	Amend	Propose	Amend	Propose
			2019	12/31/2019	2020	11.25.20	2021
1	Taxes (Millage)	0403	1,728,213	1,801,468	1,664,610	1,664,610	1,664,610
2	Permits	0450	30,000	41,900	33,000	37,000	35,000
3	Federal Grants	0510	-	228,906	270,000	270,000	-
4	FEMA Section 19	0510-0530	-	-	-	-	-
5	State Grants (MTF, Forest Funds)	0546-0549	5,436,118	5,470,818	5,711,896	6,172,500	5,818,100
6	Local Contributions (Townships)	0580 0583 074	1,871,025	1,719,974	2,070,245	1,580,001	1,600,028
7	Charges for Services (MDOT)	0627	637,000	1,102,132	865,000	925,000	755,000
8	Interest	0664	5,000	26,000	5,000	5,000	5,000
9	Salvage Sales	0671-0643	8,000	12,700	12,000	13,000	12,000
10	(Equipment Disposal)	0693	-	34,500	103,000	106,484	33,000
11	Reimbursements	0676	-	-	-	10,847	-
12	<b>Total Revenue &amp; Other Sources</b>		<b>9,715,356</b>	<b>10,438,398</b>	<b>10,734,751</b>	<b>10,784,442</b>	<b>9,922,738</b>

### EXPENDITURES:

ACCOUNT DESCRIPTION:							
13	Primary Heavy Maintenance	459	545,000	416,000	575,000	497,600	1,300,000
14	Primary Maintenance	467	2,645,325	2,883,370	3,119,725	3,523,760	3,252,225
15	Local Heavy Maintenance	489	1,158,450	1,362,500	1,231,000	1,065,822	1,150,000
16	Local Maintenance	497	2,844,050	3,980,211	3,271,250	3,225,385	2,277,750
17	Equipment Expense (Net)	510 511 512 - 0669	(525,501)	(272,405)	(511,570)	(698,379)	(519,000)
18	Distributive Expense	513+514	2,480,013	-	2,541,431	2,576,399	2,696,230
19	Administrative Expense (Net)	515+0629+0691	170,300	376,929	189,410	167,637	207,880
20	State Maintenance	517	617,700	735,200	845,000	845,000	735,000
21	State Non-Maintenance	518	20,000	308,442	20,000	80,000	20,000
23	Capital Outlay (Net)	900	2,025,000	414,127	2,612,000	396,712	(8,000)
24	Debt Service - Principal	991	168,494	168,494	168,514	256,514	502,785
25	Debt Service - Interest	995	22,836	22,856	19,345	39,909	122,121
27	Drain Assessment		20,000	18,832	16,189	-	-
28	<b>Total Expenditures</b>		<b>12,191,667</b>	<b>10,434,059</b>	<b>14,097,294</b>	<b>11,976,359</b>	<b>11,736,991</b>

28	Net Revenue:						
29	Budgeted Net Revenue (-Expenditures)		-2,476,311	4,339	-3,362,543	-1,191,917	-1,814,253
30	Accumulated available unappropriated Fund Balance from Prior years						
31	<b>Projected Fund Balance at the End of budget year</b>		<b>2,621,944</b>	<b>5,102,594</b>	<b>1,740,051</b>	<b>3,910,677</b>	<b>2,096,424</b>

A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to allow Dave Pettersch to purchase the safety awards with an additional \$25 to each employee. Motion Carried.

A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to extend the 2020 bids into 2021 for pavement markings. Motion carried.

A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to extend the 2020 bids into 2021 for the county wide mowing. Motion Carried.

One bid was received and opened for the sandblasting, painting and repair of trailers from Gladwin Contracting in the amount of \$24,744.00. A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to accept this bid. Motion Carried.

Change order number four was reviewed for the new building and a motion was made by Commissioner Hinman and seconded by Commissioner Cameron to accept the change and allow Secretary, Heather Cameron to sign the order. Motion Carried

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to approve the progress billing number nine to JBS Contracting, Inc and allow Secretary, Heather Cameron to sign the partial pay estimate. Motion Carried

Jim Wyniemko, County Engineer gave an engineering update.

Dave Pettersch, Manager gave his manager's update.

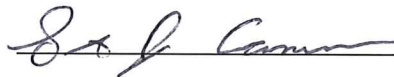
A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to adjourn at 11:05 a.m. Motion Carried.

  
Secretary

Gladwin County Board of Road Commissioners

  
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