

# GLADWIN COUNTY BOARD OF ROAD COMMISSIONERS

## MEETING MINUTES OF December 21, 2022

The regular meeting of the Gladwin County Board of Road Commissioners was held on Wednesday, December 21, 2022, at 9:30 a.m.

The Pledge of Allegiance was recited.

Meeting was called to order by the Commissioner Greaves. Present were Commissioners Cameron, Greaves, Hinman, Manager, Dave Pettersch and Secretary, Heather Cameron. A list of the others attending the meeting is attached to these minutes at the road commission office.

The minutes from the December 7, 2022, 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 22-26 was presented for approval for payroll in the amount of \$80,113.09, \$3,288.92, & bills payable in the amount of \$567,040.29. Motion was made by Commissioner Hinman and seconded by Commissioner Cameron. Motion Carried.

Larry Grell, Billings Township Road Committee member gave an update on Billings Township.

New trustee members and supervisor of Grim Township came in to introduce themselves.

Motion was made by Commissioner Cameron and seconded by Commissioner Hinman, that the 2023 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: Hinman, Greaves, 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 Greaves to amend the 2022 budget as of 12/31/22 as per the attached schedule. Motion Carried.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to approve the 2023 Board Meeting schedule as follows:

|                   |                |               |                 |                    |                   |
|-------------------|----------------|---------------|-----------------|--------------------|-------------------|
| January 4, 2023   | March 1, 2023  | May 10, 2023  | July 5, 2023    | September 13, 2023 | November 8, 2023  |
| January 18, 2023  | March 15, 2023 | May 24, 2023  | July 19, 2023   | September 27, 2023 | November 22, 2023 |
| February 1, 2023  | March 29, 2023 | June 7, 2023  | August 2, 2023  | October 11, 2023   | December 6, 2023  |
| February 15, 2023 | April 12, 2023 | June 21, 2023 | August 16, 2023 | October 25, 2023   | December 20, 2023 |
|                   | April 26, 2023 |               | August 30, 2023 |                    |                   |

Motion Carried

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to approve the proposed 2023 budget as follows:

| BUDGET - Summary |                                  |               | Amend      | Amend      | Propose    | Amend      | Propose    |
|------------------|----------------------------------|---------------|------------|------------|------------|------------|------------|
| Line #           | Summary                          |               | 12.8.21    | 12.31.21   | 2022       | Nov 22     | 2023       |
| 1                | Taxes (Millage)                  | 0403          | 1,719,500  | 1,850,000  | 1,700,000  | 1,759,526  | 1,750,000  |
| 2                | Permits                          | 0450          | 60,000     | 67,000     | 40,000     | 52,000     | 50,000     |
| 3                | Federal Grants                   | 0510          | -          | -          | -          | 291,035    | -          |
| 4                | FEMA Section 19/FWHA             | 0510-0530     | 25,468     | 346,103    | 1,704,218  | 953,685    | 750,000    |
| 5                | State Grants (MTF, Forest Funds) | 0546-0549     | 7,004,204  | 7,082,269  | 6,866,190  | 7,072,084  | 6,778,580  |
| 6                | Local Contributions (Townships)  | 0580 0583 074 | 1,591,042  | 1,590,600  | 1,953,125  | 1,751,250  | 2,285,650  |
| 7                | Charges for Services (MDOT)      | 0627          | 959,722    | 1,102,720  | 755,000    | 855,535    | 755,000    |
| 8                | Interest                         | 0664          | 5,000      | 6,175      | 5,000      | 5,000      | 5,000      |
| 9                | Salvage Sales & Auction          | 0671-0643     | 31,000     | 151,792    | 15,000     | 15,000     | 15,000     |
| 10               | (Equipment Disposal) Retirements | 0693          | 164,792    | 6,380      | 35,000     | 185,350    | -          |
| 11               | Reimbursements                   | 0676          | 20,774     | 20,773     | -          | 44,026     | -          |
| 12               | Bonds                            | 0695          | -          | 785,000    | -          | -          | -          |
| 13               | Trade In Allowance               |               | 45,479     | 45,479     | -          | 46,000     | 35,000     |
| 14               | Total Revenue & Other Sources    |               | 11,626,981 | 13,054,291 | 13,073,533 | 13,030,491 | 12,424,230 |

**EXPENDITURES:  
ACCOUNT DESCRIPTION:**

|    |                              |                  |            |            |            |            |            |
|----|------------------------------|------------------|------------|------------|------------|------------|------------|
| 15 | Primary Heavy Maintenance    | 459              | 530,262    | 592,100    | 945,000    | 945,000    | 1,030,000  |
| 16 | Primary Maintenance          | 467              | 2,946,266  | 3,267,000  | 2,755,225  | 2,596,259  | 4,163,259  |
| 17 | Local Heavy Maintenance      | 489              | 1,156,500  | 1,453,000  | 2,381,250  | 2,200,000  | 1,012,500  |
| 18 | Local Maintenance            | 497              | 2,443,750  | 3,340,350  | 3,182,750  | 3,221,326  | 3,600,136  |
| 19 | Equipment Expense (Net)      | 510-511-512-0669 | (498,084)  | 91,203     | (474,654)  | (230,781)  | (192,604)  |
| 20 | Distributive Expense         | 513-514          | 2,501,450  | -          | 2,739,126  | 3,653,704  | 2,974,582  |
| 21 | Administrative Expense (Net) | 515-0629-0691    | 168,991    | 474,359    | 215,650    | 191,822    | 210,651    |
| 22 | State Maintenance            | 517              | 735,000    | 911,000    | 735,000    | 735,000    | 735,000    |
| 23 | State Non-Maintenance        | 518              | 224,722    | 224,722    | 20,000     | 120,535    | 20,000     |
| 24 | Other- Entities              | 521              | 814        | 1,275      | -          | 95,952     | 3,000      |
| 25 | Capital Outlay (Net)         | 900-0690         | 246,972    | (153,865)  | 343,600    | 454,350    | 292,000    |
| 26 | Debt Service - Principal     | 991              | 1,502,483  | 1,572,500  | 252,000    | 452,708    | 225,000    |
| 27 | Debt Service - Interest      | 995              | 105,741    | 105,720    | 111,269    | 106,950    | 97,648     |
| 28 | Total Expenditures           |                  | 12,064,867 | 11,879,364 | 13,206,216 | 14,542,825 | 14,171,172 |

|                                      |           |           |           |            |            |
|--------------------------------------|-----------|-----------|-----------|------------|------------|
| Budgeted Net Revenue (-Expenditures) | -437,886  | 1,174,927 | -132,683  | -1,512,334 | -1,746,942 |
| Projected Fund Balance at 12/31/23   | 2,525,420 | 5,952,486 | 5,819,803 | 4,307,469  | 2,560,527  |

Motion Carried

Steve Badger and Jared Carpenter gave the foreman's report.

A motion was made by Commissioner Cameron and seconded by Hinman to approve holiday over time pay for anyone working Saturday, December 24, 2022 and Sunday, December 25, 2022. Motion Carried

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to approve the Administrative Employee Agreements as presented. Motion Carried.

A discussion was held regarding our millage and when to put it on the election.

Dave Pettersch gave the manager's report.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to adjourn at 10:56 a.m. Motion Carried.

Gladwin County Board of Road Commissioners

*Heather Cameron*  
Secretary

*Dave Pettersch*  
*Steve Badger*  
*Jared Carpenter*