

GLADWIN COUNTY BOARD OF ROAD COMMISSIONERS

**MEETING MINUTES OF
December 18, 2024**

The regular meeting of the Gladwin County Board of Road Commissioners was held on Wednesday, December 18, 2024, at 9:30 a.m.

The Pledge of Allegiance was recited.

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

The minutes from the December 4, 2024, regular meeting was presented for approval. Motion was made by Commissioner Cameron and seconded by Commissioner Batterbee to approve the minutes as presented. Motion Carried.

Payment voucher 24-26 was presented for approval for payroll in the amount of \$92,873.42 and bills payable in the amount of \$1,072,574.16 & \$130,000.00. The motion was made by Commissioner Cameron and seconded by Commissioner Hinman to approve the bills. Motion Carried.

Public comment was made by Dan Gonzales, Butman Township, Craig Mills, Sage Township, Larry Grell, Billings Township, & Jim Shea, Grout Township.

The clerk's cash balance spreadsheet and the county treasurer's cash report were presented and reviewed.

A Motion was made by Commissioner Hinman and seconded by Commissioner Cameron, that the 2025 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, Finance Manager, 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, Batterbee, Cameron Nays: None Absent: Greaves

A 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 2024 budget as of 12/31/24 as per the attached schedule. Motion carried

A motion was made by Commissioner Cameron and seconded by Commissioner Batterbee to set the following dates for the 2025 board meetings.

January 15, 2025	April 9, 2025	June 18, 2025	August 27, 2025	November 5, 2025
January 29, 2025	April 23, 2025	July 2, 2025	September 10, 2025	November 19, 2025
February 12, 2025	May 7, 2025	July 16, 2025	September 24, 2025	December 3, 2025
February 26, 2025	May 21, 2025	July 30, 2025	October 8, 2025	December 17, 2025
March 12, 2025	June 4, 2025	August 13, 2025	October 22, 2025	December 31, 2025

Motion Carried

A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to approve the transfer of funds through the county Treasurer for the January 1, 2025 bills. The voucher will be signed at the January 15, 2025 meeting. Motion Carried.

Roofing Bids were taken on Friday, December 6, 2024. A list of the bids are as follows:

Bidder Name	Base Bid	Fully Adhered Alternate Bid	Voluntary Alternate Bid
Beyer Roofing Co Inc	\$217,475.00		
Brandle Roofing & Sheet Metal	\$214,959.00		\$153,103.00
Buchinger Roofing Inc	\$249,500.00		
G Freeland Roofing Systsms	\$237,900.00	\$236,300.00	
Kawkawlin Roofing Company	\$243,260.00		
KJP Roofing Sheet Metal	\$324,250.00	\$344,000.00	
Quality Roofing	\$275,791.00	\$311,124.00	
Springfield Commercial Roofing	\$259,423.00	\$182,046.00	
Streng Roofing & Sheet Metal	\$225,000.00	\$214,000.00	
Trident Roof Solutions	\$338,571.00	\$345,029.00	
Thomas Brown & Son Roofing Co	\$209,775.00	\$216,886.00	\$186,027.00
Universal Roofing	\$289,534.00		
Valley Roofing Company	\$293,858.00	\$280,150.00	
Unlimited Construction	\$250,609.00	\$275,360.00	
Weathershield Roofing Systems	\$252,821.00	\$234,459.00	\$221,066.00

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to award the roofing bid to Brandle Roofing & Sheet Metal using the voluntary alternate bid of \$153,103.00. Motion Carried.

A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to go into the public hearing. Motion carried.

Dave Pettersch and Heather Cameron presented the proposed 2025 budget.

Gladwin County Road Commission BUDGET - Summary

Line #		Amend <u>12.6.23</u>	Amend <u>12.31.23</u>	Propose <u>2024</u>	Amend <u>2024</u>	Propose <u>2025</u>
1	Taxes (Millage)	0403	1,863,747	2,053,750	2,000,000	2,075,000
2	Permits	0450	60,000	64,000	55,000	40,000
3	Federal Grants	0510	-	481,108	439,554	-
4	FEMA Section 19/FWHA	0510-0530	260,498	260,498	-	-
5	State Grants (MTF, Forest Funds)	0546-0549	6,335,037	6,639,438	7,012,935	7,220,935
6	Local Contributions (Townships)	0580 0583 074	2,543,371	2,543,371	2,345,000	2,716,633
7	Charges for Services (MDOT)	0627	996,204	1,113,177	866,000	820,000
8	Interest	0664	65,000	78,580	50,000	30,000
9	Salvage Sales & Auction	0671-0643	11,500	12,700	11,500	10,000
10	(Equipment Disposal) Retirements	0693	-	-	-	-
11	Reimbursements	0676	19,754	19,754	-	-
12	Bonds	0695	-	-	-	-
13	Trade In Allowance		45,000	45,000	45,000	200,000
14	Total Revenue & Other Sources		<u>12,200,111</u>	<u>13,311,376</u>	<u>12,824,989</u>	<u>13,112,568</u>

EXPENDITURES:

ACCOUNT DESCRIPTION:

15	Primary Heavy Maintenance	459	318,000	382,900	2,155,000	2,056,000
16	Primary Maintenance	467	3,618,048	4,535,830	2,822,200	3,010,300
17	Local Heavy Maintenance	489	1,101,311	1,434,930	1,275,000	460,000
18	Local Maintenance	497	3,884,820	4,891,635	3,329,100	4,761,500
19	Equipment Expense (Net)	510-511-512-066	(346,701)	393,026	(184,004)	(161,354)
20	Distributive Expense	513-514	2,879,847	-	2,977,125	2,842,100
21	Administrative Expense (Net)	515-0629-0691	200,941	520,054	228,902	258,100
22	State Maintenance	517	866,000	982,975	866,000	800,000
23	State Non-Maintenance	518	-	-	-	20,000
24	Other- Entities	521	211,599	211,599	-	-
25	Capital Outlay (Net)	900-0690	278,000	(354,568)	91,000	719,150
26	Debt Service - Principal	991	225,000	225,000	238,000	100,000
27	Debt Service - Interest	995	97,938	97,938	92,952	88,568
28	Wetland Banks	970-987	-	-	-	-
29	Drain Assessment		-	-	-	58,740
30	Total Expenditures		<u>13,334,803</u>	<u>13,321,319</u>	<u>13,891,275</u>	<u>15,013,105</u>

Budgeted Net Revenue (-Expenditures) -1,134,692 -9,943 -1,066,286 592,490 -1,900,537

Projected Fund Balance at the **3,893,175** **5,017,924** **3,951,638** **5,610,414** **3,709,877**
End of budget year

A motion was made by Commissioner Cameron and seconded by Commissioner Hinman to approve the proposed 2025 budget as shown in these minutes. Motion carried.

A motion was made by Commissioner Cameron and seconded by Commissioner Batterbee to return to our regular meeting. Motion Carried

Jeff Courneya and Jared Carpenter gave the foreman's report.

Jim Wyniemko gave the engineer's report.

Dave Pettersch gave the manager's report.

We want to thank our Commissioner Chuck Hinman for his six years of service. He will be missed.

A motion was made by Commissioner Cameron and seconded by Commissioner Batterbee to adjourn at 10:47 a.m. Motion carried.

Gladwin County Board of Road Commissioners

Heather Cameron
Secretary

David H. Adams

Bob J. Cameron

Tom R. Miller