

A Regular Meeting of the Board of Delta County Road Commissioners was held on Tuesday, February 23, 2021 at 4:30 p.m. at the Main Office, 3000 32nd Avenue North, Escanaba, Michigan. The Board Meeting was accessible to the public via GoToMeeting Conference Call.

Vice-Chairman Bjork called the meeting to order at 4:30 p.m., followed by the Pledge of Allegiance.

PRESENT: Vice-Chairman Randy Bjork, Commissioner Mark Asselin, Commissioner Dustin Stempki, & Commissioner Dennis Stanek.

ABSENT: Chairman Bob Aschbacher

Vice-Chairman Bjork moved to approve the Agenda as printed, with the addition of Item A. Electric Vehicles/Batteries under New Business.

Vice-Chairman Bjork moved to approve the minutes of the February 9th, 2021 Regular Meeting as proposed.

Manager Jody Norman gave an administration update:

The Road Commissions 2020 Audit has been completed. Right now, there is a lot of focus on putting 2021 together and aligning projects. The Road Commission received additional MDOT funding for right of way clearing and vaults (storm sewer cleaning). On the county road system two force account projects have been added for CR 529 & CR 434 for a gravel rebuild. A map made by Engineer, Nancy Roseman, of a 10-acre area of Moss Lake was reviewed. The Commissioners agreed to allow Jody to put together a proposal to purchase the land for a quarry. There will be a meeting discussing dead deer pick up with Senator McBroom's office, some U.P. counties & the DNR in the future. Jody and Nancy received estimates for painting 5-6 county bridges to get an idea of cost. Jody and the Superintendents are about half way through attending Township Meetings and meeting new Township Supervisors. The CR 434 Road Stabilization Project was recently checked on: the ¼ mile that had a large quantity of chloride in it has 25% less hard pack of ice on it. Jody stated it will be interesting to see what happens to this section in the spring as it thaws. The possibility of a new chip spreader was discussed & two new pickups have been purchased for Superintendents Mike & Dean.

Under New Business, Commissioner Asselin discussed his hopes of the Road Commission transitioning over to battery operated vehicles.

Policy #10 – Seasonal Road Policy was reviewed – changes will need to made & is pending approval at the next meeting.

It was moved by Commissioner Asselin, seconded by Commissioner Bjork to approve Bills Payable Voucher No. 2567 in the amount of \$413,066.19 & Payroll Voucher No. 69125 in the amount of \$79,649.32 as presented and reviewed.

Roll Call Vote:

Vice-Chairman Bjork
Commissioner Asselin
Commissioner Stanek
Commissioner Stempki

It was moved by Commissioner Stanek, seconded by Commissioner Stempki, to authorize Chairman Aschbacher to sign the FY 2020 Act 51 Report.

Ayes – 4 Nays – 0

It was moved by Vice-Chairman Bjork, seconded by Commissioner Asselin, to approve the FY 2020 Final Budget with line item transfers per General Appropriations Act.

Ayes – 4 Nays – 0

It was moved by Commissioner Stanek, seconded by Vice-Chairman Bjork, on the recommendation of Manager Jody Norman to:

1. Award the 2021 HFRS-2 Emulsion (Bulk & Application) Bid to: Meigs
2. Award the 2021-2023 Seasons Pavement Marking Bid to: PK Contracting

Ayes – 4 Nays – 0

The Commissioners summarized and discussed Manager Jody Norman's Annual Review.

Under Road Commissioner's Comments Vice-Chairman Bjork complimented Jody on the Road Commission's recent article in the County Road Association's magazine: Crossroads, stating it was a job well done.

There being no further business to come before the board at this time, Vice-Chairman Bjork moved to adjourn the meeting at 5:40 pm.

Randy Bjork, Vice-Chairman

Samantha Grau, Deputy County Clerk

FY 2020 Budget Amendments and Final Comparison to Actual with Line Item Transfers-Approved 2/23/2021

Revenues										
		Proposed 2020 Budget	Amendment #1	Amendment #2	Proposed Amendment #3	9/30/20 Approved Amended Budget	Prorated Dist. Expense	2020 Final Budget (w/FB & OH dist.)	2020 Actual Revenue	Variance
Federal Grants:	501									
STP, Hwy13		40,000.00		(40,000.00)	(4,320.00)	(4,320.00)		-4,320.00	(4,320.00)	0.00
430 Bridge		1,000.00		(999.99)		0.01		0.01	0.01	(0.00)
CR 414		1,000.00		(961.84)		38.16		38.16	38.16	0.00
CR 535		63,200.00		(20,629.19)		42,570.81		42,570.81	42,570.81	0.00
CR 521		30,000.00		(6,070.41)		23,929.59		23,929.59	23,929.59	0.00
CR 495		2,000.00		(1,990.18)		9.82		9.82	9.82	(0.00)
HWY 13 FLAP GRANT		60,000.00		84,456.72		144,456.72		144,456.72	144,456.72	0.00
CR 420		150,000.00		(13,553.59)		136,446.41		136,446.41	136,446.41	0.00
STP, Sell to Oakland (Entered under 580 - Cont. from local units)		552,800.00		(552,800.00)		0.00		0.00	0.00	0.00
Total Federal Grants		900,000.00		(552,548.48)	(4,320.00)	343,131.52		343,131.52	343,131.52	(0.00)
State Grants:	539									
CR 521		20,000.00		(13,373.35)		6,626.65		6,626.65	6,626.65	0.00
CR 535		100,000.00		(34,724.77)		65,275.23		65,275.23	65,275.23	0.00
CR 495		1,000.00		(995.56)		4.44		4.44	4.44	0.00
430 Bridge				0.01		0.01		0.01	0.01	0.00
Wetland Bank Revenue		118,000.00		(118,000.00)		0.00		0.00	0.00	0.00
MTF Allocation	546	6,600,000.00	(400,000.00)	(300,000.00)	364,000.00	6,264,000.00		6,264,000.00	6,270,526.28	(6,526.28)
MTF Snow Funds & Engineering Reimbursement	546	61,000.00	707.32	9,215.63		70,922.95		70,922.95	70,922.95	0.00
Total State Grants		6,900,000.00	(399,292.68)	(457,878.04)	364,000.00	6,406,829.28		6,406,829.28	6,413,355.56	(6,526.28)
Contributions from Local Units - Township Cont.	580	500,000.00		500,000.00	87,549.67	1,087,549.67		1,087,549.67	1,087,810.92	(261.25)
Charges for Services:										
Trunkline Maintenance	627	1,571,500.00	100,000.00	(109,728.00)	(10,000.00)	1,551,772.00		1,551,772.00	1,630,687.13	(78,915.13)
Trunkline Non-Maintenance (TWA)	628	70,000.00	130,000.00	(18,000.00)	(1,066.39)	180,933.61		180,933.61	181,274.19	(340.58)
Trunkline Maintenance Audit Adjustment	627-01	0.00	357,188.00			357,188.00		357,188.00	357,188.00	0.00
Driveway Permits	609	1,500.00		(325.00)	75.00	1,250.00		1,250.00	1,250.00	0.00
Transportation Permits	610	7,000.00	7,000.00	23,205.00	1,570.00	38,775.00		38,775.00	38,750.00	25.00
Abandonment Fees						0.00		0.00	0.00	0.00
Total Charges for Services		1,650,000.00	594,188.00	(104,848.00)	(9,421.39)	2,129,918.61		2,129,918.61	2,209,149.32	(79,230.71)
Interest Earned	665	19,000.00				19,000.00		19,000.00	19,781.15	(781.15)
Other Revenue:										
Contribution/donation-Government/Private Sources	674-675	15,687.50			5,000.00	20,687.50		20,687.50	20,687.50	0.00
Reimbursements - Non-Road Services	676	115,000.00		(70,000.00)	25,347.94	70,347.94		70,347.94	69,174.01	1,173.93
Scrap & Salvage Sales	643	15,000.00		(13,000.00)	(97.35)	1,902.65		1,902.65	1,902.65	0.00
Gain/Loss on Equipment Disposal	693	84,312.50	54,656.08		13,923.21	152,891.79		152,891.79	152,891.79	0.00
Sundry Refunds/Rebates	687					0.00		0.00	0.00	0.00
Total Other Revenue		230,000.00	54,656.08	(83,000.00)	44,173.80	245,829.88		245,829.88	244,655.95	1,173.93
Total Revenue		10,199,000.00	249,551.40	(698,274.52)	481,982.08	10,232,258.96		10,232,258.96	10,317,884.42	(85,625.46)

FY 2020 Budget Amendments and Final Comparison to Actual with Line Item Transfers-Approved 2/23/2021

Expenditures												
		Proposed			Proposed		Prorated	2020 Final Budget	2020 Actual	Variance	Prop. Line Item Xfer	Final
		2020 Budget	Amendment #1	Amendment #2	Amendment #3	Amended Budget	Dist. Expense	(w/FB & OH dist.)	Expenditure		per Gen. App. Act	Budget
Primary Preservation & Structural Improvements	459-460											
Small Urban 414, STP		100.00		(53.37)		46.63		49.02	47.80	1.22	(1.22)	47.80
430 Bridge		1,500.00		(382.10)		1,117.90		1,175.09	1,145.97	29.12	(29.12)	1,145.97
Future Projects Design Engineering*		10,000.00		(5,000.00)	6,799.20	11,799.20		12,402.85	12,095.45	307.40	(307.40)	12,095.45
FFHwy 13 Road Project		10,000.00		(10,000.00)		0.00		-2.22	(90.29)	88.07	(88.07)	(90.29)
Governor's General Fund Bonus Projects****		0.00				0.00				0.00		0.00
Other Primary Preservation/Structural Imp.		75,000.00		105,000.00	(22,416.47)	157,583.53		165,645.55	175,429.44	(9,783.89)	8,772.87	174,418.42
CR 535		181,400.00	(31,400.00)	(1,421.84)		148,578.16		156,179.47	152,308.72	3,870.75	(3,870.75)	152,308.72
CR 521		66,000.00	(23,000.00)	66.25	78.00	43,144.25		45,351.52	44,227.53	1,123.99	(1,123.99)	44,227.53
CR 495		3,000.00		(94.56)		2,905.44		3,054.08	2,978.39	75.69	(75.69)	2,978.39
CR 420		53,000.00		109,101.82	8,758.71	170,860.53		179,601.81	175,150.58	4,451.23	(4,451.23)	175,150.58
Total Primary Preservation/Structural Imp.		400,000.00	(54,400.00)	197,216.20	(6,780.56)	536,035.64	27,421.53	563,457.17	563,293.59	163.58	(1,174.60)	562,282.57
Primary Routine & Prev. Maintenance	467-468	3,500,000.00	(1,000,000.00)	(400,000.00)	231,000.00	2,331,000.00	338,856.27	2,669,856.27	2,664,753.59	5,102.68	(5,102.68)	2,664,753.59
Local Preservation/Structural Improvements	489-490											
Future Project Design Engineering**		10,000.00		1,040.04		11,040.04		12,369.10	11,317.24	1,051.86	(1,051.86)	11,317.24
Other Local Preservation/Structural Improvements		340,000.00		100,000.00	60,657.36	500,657.36		560,929.19	561,811.43	(882.24)	882.24	561,811.43
Total Local Preservation/Structural Improvements		350,000.00		101,040.04	60,657.36	511,697.40	61,600.89	573,298.29	573,128.67	169.62	(169.62)	573,128.67
Local Routine & Preventative Maintenance	497-498	2,200,000.00	(450,000.00)		(325,000.00)	1,425,000.00	322,730.24	1,747,730.24	1,739,326.20	8,404.04	(8,404.04)	1,739,326.20
Net Equipment Expense:												
Direct Equipment Expense	510	450,000.00	100,000.00		52,000.00	602,000.00		790,277.09	837,586.31	(47,309.22)	0.00	790,277.09
Depreciation Expense - Road Equipment	139	830,000.00			(95,000.00)	735,000.00		735,000.00	734,088.18	911.82	(911.82)	734,088.18
Indirect Equipment Expense	511	400,000.00			(20,000.00)	380,000.00		498,846.00	435,368.46	63,477.54	(63,477.54)	435,368.46
Depreciation Exp. - Shop Equip & Bldg./Fixt.	137/141	211,000.00			5,000.00	216,000.00		216,000.00	216,148.82	(148.82)	148.82	216,148.82
Operating Equipment Expense	512	250,000.00		(25,000.00)		225,000.00		225,000.00	220,974.60	4,025.40	(4,025.40)	220,974.60
Less: Equipment Rentals	669	(1,691,000.00)		(70,000.00)	(265,000.00)	(2,026,000.00)		(2,026,000.00)	(2,027,417.69)	1,417.69	(1,417.69)	(2,027,417.69)
Total Net Equipment Expense		450,000.00	100,000.00	(95,000.00)	(323,000.00)	132,000.00	307,123.09	439,123.09	416,748.68	22,374.41	(69,683.63)	369,439.46
Distributive Expense												
Fringe Benefits	513	1,450,000.00			63,000.00	1,513,000.00						0.00
Fringe Benefits (MERS funding)	513	300,000.00				300,000.00						0.00
Less: Fringe Benefits Recovered	513	(500,000.00)		75,000.00	8,000.00	(417,000.00)						0.00
Other Distributive	514	150,000.00			(19,500.00)	130,500.00						0.00
Total Distributive Expense		1,400,000.00		75,000.00	51,500.00	1,526,500.00	(1,526,500.00)	0.00	0.00	0.00	0.00	0.00
Net Administrative Expense:												
Administrative Expense	515	360,000.00	140,000.00		37,000.00	537,000.00		1,005,767.98	1,028,315.79	(22,547.81)	0.00	1,005,767.98
Less: STLM Overhead Recovered	629	(150,000.00)			(4,100.00)	(154,100.00)		(154,100.00)	(157,331.12)	3,231.12	(3,231.12)	(157,331.12)
Less: Overhead Recovered	630	(15,000.00)		10,000.00	630.00	(4,370.00)		(4,370.00)	(4,378.68)	8.68	(8.68)	(4,378.68)
Total Net Administrative Expense		195,000.00	140,000.00	10,000.00	33,530.00	378,530.00	468,767.98	847,297.98	866,605.99	(19,308.01)	(3,239.80)	844,058.18

FY 2020 Budget Amendments and Final Comparison to Actual with Line Item Transfers-Approved 2/23/2021

Expenditures												
		Proposed 2020 Budget	Amendment #1	Amendment #2	Proposed Amendment #3	Amended Budget	Prorated Dist. Expense	2020 Final Budget (w/FB & OH dist.)	2020 Actual Expenditure	Variance	Prop. Line Item Xfer per Gen. App. Act	Final Budget
State Trunkline Maintenance	517	1,600,000.00		(30,000.00)	(30,000.00)	1,540,000.00		1,540,000.00	1,630,687.13	(90,687.13)	90,687.13	1,630,687.13
State Trunkline Non-Maintenance	518	100,000.00		82,000.00	(1,066.39)	180,933.61		180,933.61	181,274.19	(340.58)	340.58	181,274.19
Non-Road Project Expense	519	0.00				0.00		0.00	0.00	0.00		0.00
Non-Road Expenditures	521	230,000.00		(170,000.00)	9,000.00	69,000.00		69,000.00	67,892.33	1,107.67	(1,107.67)	67,892.33
Net Capital Outlay Expense:	900											
Capital Outlay Expense		50,000.00	1,050,000.00		(75,000.00)	1,025,000.00		1,025,000.00	1,022,854.33	2,145.67	(2,145.67)	1,022,854.33
Less: Depreciation		(1,020,031.58)			56,623.64	(963,407.94)		(963,407.94)	(963,407.94)	0.00		(963,407.94)
Less: Equipment Retirements		(29,968.42)			13,923.21	(16,045.21)		(16,045.21)	(16,045.21)	0.00		(16,045.21)
Total Net Capital Outlay Expense		(1,000,000.00)	1,050,000.00	0.00	(4,453.15)	45,546.85		45,546.85	43,401.18	2,145.67	(2,145.67)	43,401.18
Debt Service:												
Bond Principal	991	306,704.65	(306,704.65)			0.00		0.00	0.00	0.00		0.00
Bond Interest	995	24,249.05	(709.40)			23,539.65		23,539.65	23,539.65	0.00		23,539.65
Total Debt Service		330,953.70	(307,414.05)	0.00		23,539.65		23,539.65	23,539.65	0.00	0.00	23,539.65
Total Expenditures		9,755,953.70	(521,814.05)	(229,743.76)	(304,612.74)	8,699,783.15		8,699,783.15	8,770,651.20	(70,868.05)	(0.00)	8,699,783.15
Budgeted Net Revenues (Expenditures)		443,046.30	771,365.45	(468,530.76)	786,594.82	1,532,475.81		1,532,475.81	1,547,233.22	(14,757.41)		1,547,233.22
Accumulated Fund Balance From Prior Years		4,414,701.69				4,056,203.49		4,056,203.49	4,056,203.49			4,056,203.49
		(Estimated)				(Actual)		(Actual)	(Actual)			(Actual)
Projected Fund Balance at Budget Year-End		4,857,747.99				5,588,679.30		5,588,679.30	5,603,436.71			5,603,436.71