

Van Buren County Board of Road Commissioners

Thursday, December 5, 2013
Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 5th day of December, 2013 at 7:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session in the offices in Lawrence, Michigan.

PRESENT: Road Commissioners Askew, Boze, Kinney, and Svilpe
Engineer-Manager Lawrence B. Hummel, P.E.
Accountant Gregory M. Pardike
Highway Engineer Barry Anttila

GUESTS: Attorney Kelly Page
County Commissioner Susan Hammond
James Krizan, Decatur Village Manager

ABSENT: Road Commissioner Ray (medical)

Chairman Kinney called the meeting to order at 7:00 PM.

No additions/deletions to the Agenda.

Motion by Svilpe, seconded by Boze to approve the Agenda.

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

Moved by Boze and seconded by Askew to approve the minutes of the November 21, 2013 meeting as presented by Board Secretary Pardike.

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

The Chairman opened the meeting to public comment. Decatur Village Manager, James Krizan introduced himself to the Board. He was interested to sit in on the Road Commission meeting to see how it operates.

The Board Secretary-Accountant provided a review of the operating budgets and operating fund. Recommendation by Pardike to revise the 2013 budget as follows:

REVENUE

	<u>PROPOSED</u>	<u>CURRENT</u>
A.O.F. - January 1st	\$5,355,960	\$5,355,960
Michigan Transportation Fund		
Engineering	10,000	10,000
Primary	3,293,000	3,253,000
Local	2,213,000	2,193,000
Primary Urban	194,000	194,000
Local Urban	90,000	90,000
Total Transportation Funds	<u>\$5,800,000</u>	<u>\$5,740,000</u>
Other State Revenue		
Snow Funds	48,000	48,000
Econ. Rural Pri.(D)	185,000	270,000
MDOT Critical Bridge	132,750	132,750
State T/L Maint. Revenue	0	0
State T/L Non-Contract	0	0
Other State - F, Jobs	315,000	305,000
Total Other State	<u>\$680,750</u>	<u>\$755,750</u>

Federal Funds		
Federal Aid Secondary	700,000	172,000
F.A. Bridges	647,000	712,000
FA-FEMA & E.R. STP, CMAQ, SAFETY	551,800	1,250,800
Total Federal Aid	<u>\$1,898,800</u>	<u>\$2,134,800</u>
Property Taxes	\$2,320,000	\$2,200,000
County Appropriation	\$0	\$0
Township Contributions	\$3,025,000	\$3,575,000
Other Revenues: Int. Earned, Gain on Equip.	\$331,000	\$250,000
TOTAL REVENUES & BALANCES	\$19,411,510	\$20,011,510
EXPENDITURES		
Heavy Maintenance		
Primary Roads	3,512,500	3,512,500
Primary Structures	142,000	160,000
Local Roads	1,753,125	1,953,125
Local Structures	774,250	894,250
Total Heavy Maintenance	<u>\$6,181,875</u>	<u>\$6,519,875</u>
Maintenance		
Primary Roads		
General Maintenance	410,000	410,000
Traffic Services	200,000	200,000
Snow & Ice Control	675,000	700,000
Special Maintenance	450,175	468,175
Structures	5,000	5,000
State Trunkline Maintenance	0	0
State Trunkline Non-Routine	0	0
Local Roads		
General Maintenance	800,000	890,000
Traffic Services	420,000	400,000
Snow & Ice Control	950,000	950,000
Special Township Maint.	2,150,000	2,380,000
Structures	10,000	10,000
Disaster Contingency	5,000	5,000
Total Maintenance	<u>\$6,075,175</u>	<u>\$6,418,175</u>
Administration	625,000	610,000
Interest Expense	58,567	57,567
Long Term Debt Payments	300,000	300,000
Net Capital Outlay	-332,000	188,000
Net Equipment Expense	400,000	0
Distributive Expense	2,100,000	2,225,000
Adjustments to A.O.F.	0	0
Total	<u>\$3,151,567</u>	<u>\$3,380,567</u>
Total Expenditures	\$15,408,617	16,318,617
Operating Fund Balance	\$4,002,893	\$3,692,893
Total Expenditures & Fund Balances	\$19,411,510	\$20,011,510

It was moved by Svilpe, seconded by Boze to approve the amended budget as proposed.

AYES: 4
 NAYS: 0
 ABSENT: 1
 MOTION CARRIED.

A Public Hearing on the 2014 Operating Budget was opened at 7:30 PM. Pardike reviewed the Preliminary Operating Budget for all present. Hummel provided several details on road and bridge projects for the Board. Upon a motion by Svilpe, seconded by Boze the following Preliminary Operating Budget was approved:

REVENUE

A.O.F. - January 1st	\$4,400,000
Michigan Transportation Fund	
Engineering	10,000
Primary	3,293,000
Local	2,213,000
Primary Urban	194,000
Local Urban	90,000
Total Transportation Funds	<u>\$5,800,000</u>
Other State Revenue	
Snow Funds	49,000
State Aid - Roads	148,000
State Critical Bridge Funds	33,650
State T/L Maint. Revenue	0
State T/L Non-Contract	0
Other State Aid	0
Total Other State	<u>\$230,650</u>
Federal Funds	
Federal Aid Roads	841,600
F.A. Bridges	609,550
Federal Aid - Other	0
Total Federal Aid	<u>\$1,451,150</u>
Property Taxes	\$2,200,000
County Appropriation	\$0
Township Contributions	\$2,800,000
Other Revenues: Int. Earned, Gain on Equip.	\$70,000
TOTAL REVENUES & BALANCES	\$16,951,800

EXPENDITURES

Heavy Maintenance	
Primary Roads	1,503,800
Primary Structures	428,300
Local Roads	1,375,440
Local Structures	480,100
Total Heavy Maintenance	<u>\$3,787,640</u>
Maintenance	
Primary Roads	
General Maintenance	410,000
Traffic Services	220,000
Snow & Ice Control	700,000
Special Maintenance Projects	420,890
Routine Structure Maintenance	5,000
State Trunkline Maintenance	0
State Trunkline Non-Routine	0
Local Roads	
General Maintenance	800,000
Traffic Services	420,000
Snow & Ice Control	950,000
Special Township Maintenance	2,150,000
Routine Structure Maintenance	10,000
Disaster Contingency	5,000
Total Maintenance	<u>\$6,090,890</u>
Administration	625,000
Interest Expense	52,000
Long Term Debt Payments	315,000

Net Capital Outlay	90,000
Net Equipment Expense	400,000
Distributive Expense	2,200,000
Adjustments to Fund Balance	0
Total	<u>\$3,682,000</u>

Total Expenditures \$13,560,530

Operating Fund Balance \$3,391,270

Total Expenditures & Fund Balances \$16,951,800

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

Moved by Svilpe, seconded by Askew to approve the following Road Commission Vouchers:

Voucher #1768	\$90,141.79
Voucher #1769	\$28,642.26
Voucher #1770	\$324.24
Voucher #1771	\$207,639.05

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

Hummel read proposal by Michigan Pavement Markings to extend 2013 unit prices to 2014 season and reviewed past bids with the Board. Recommended acceptance of the proposal. Motion by Askew, seconded by Boze to accept the proposal in the best interest of the Van Buren County Road Commission.

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

Hummel and Pardike reviewed the 2013 county-wide millage allocations to the townships, and funding projections for 2014, and recommended that township allocations in 2014 be held the same as in 2013 with the exception of any adjustments for mileage and population. Motion by Boze, seconded by Svilpe.

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

Road Commissioner's Township Meeting Attendance Report

From November 21st to present:

Askew: No meetings.

Boze: Keeler Township is requesting a written report in response to their correspondence regarding 95th Avenue between Crooked Lake and Little Crooked Lake. Also a resident asked about a sign promised at 95th Avenue and Wildwood. Will review with staff. Deputy complaint about a pothole on 70th Street South of 84th Avenue. Staff will forward to Berrien County Road Commission. Keeler Fire Department is missing several cones from storm.

Kinney: No meetings.

Ray: Medical absence.

Svilpe: No township meetings. KATS Policy Committee Meeting with Larry.

Highway Engineer Barry Anttila reported on the following:

- 46th Street Bridge, Decatur Township, hope to be open to traffic next week.
- CR687 Bridge, Geneva Township, contractor is installing deck. Hopes to be completed in next few weeks. Staff is working on a temporary solution to re-open for the winter.
- CR652 from CR358 to CR354, Antwerp/Porter Townships, completing restoration work this week, pending weather.
- Met with Jim Lisowski, Bloomingdale Township, and Superintendent Boitnott today. Looking for prices to remove existing berms/shoulders and replace with new shoulder aggregate. Also presented him with details of proposed estimate for 8th Avenue, in particular, the county drain crossing.

Engineer-Manager Update(s):

- Staff Christmas party on December 18th at 12 noon. Sign up for dish to pass at the front desk.
- Received the final report from the Retired Engineer Technical Assistance Foundation Program (RETAP) pollution prevention and waste reduction assessment for all Road Commission facilities.
- Letter out to the legislators tomorrow requesting meeting.

Legal Issues. Attorney Kelly Page and Hummel reviewed several pending matters.

Upon motion by Boze, seconded by Askew the meeting was recessed to open a Regular Meeting of the Board of Public Works at 8:26 PM.

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

Upon motion by Askew, seconded by Boze the Regular Meeting of the Board of County Road Commissioners was reconvened at 8:29 PM with all members being present.

AYES: 4
NAYS: 0
ABSENT: 1
MOTION CARRIED.

A motion was made by Boze and seconded by Askew to adjourn the Call of the Chair at 8:29 PM.

AYES: 5
NAYS: 0
MOTION CARRIED.

Secretary

Chairman