

HILLSDALE COUNTY ROAD COMMISSION

January 23, 2014

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, January 23, 2014, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey, Mike Parney & Bill Watkins.

Staff present: Stanley Clingerman, Engr.-Mgr., & Janet Aemisegger, Clerk.

Visitor present: Andy Barrand, Hillsdale Daily News.

Agenda Approved

Having reviewed the agenda for this date, no additions, deletions or corrections were requested. The chair declared the agenda to stand approved as presented.

Minutes Presented

Having reviewed the minutes of the January 9, 2014, regular meeting, and of the January 13, 2014, special meeting, there were no additions, deletions or corrections to be noted. The chair declared the minutes to stand approved as presented.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#14-008 Mike Parney moved, Bill Watkins seconded, to confirm the payment of the regular payroll in the amount of \$96,742.14, of the administrative bonus payroll in the amount of \$6,572.68 and of the personal leave pay-off payroll in the amount of \$25,161.10 per Payroll Check Registers dated 01/16/2014 as authorized by the engineer-manager and the clerk. Motion carried.

ACCOUNTS PAYABLE APPROVED

#14-009 Bills in the amount of \$152,249.18 were presented for board approval. Mike Parney moved, Bill Watkins seconded, that these bills be allowed and orders drawn for the same. Motion carried.

Treasurer's Report Presented

The treasurer's report dated 1/23/2014 was presented by the clerk as follows:

Beginning Balance-Cash & Investments		\$1,005,644.01
Receipts:		
01/16/2014 R. 42296-R. 42303	\$	571.00
01/24/2014 R. 42304-R. 42310	\$	729.77
12/13/2013 State Maintenance (December)	\$	96,049.37
01/16/2014 Reverse previous correction-Do need to Re-deposit CNB \$\$ ret'd-HSA-Gier	\$	200.57
Total Receipts		\$ 97,550.71

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Treasurer's Report Continued-

Disbursements:

01/14/2014 Payroll & Mat SS\$	103,035.60	
Less: MERS EFT	(5,958.89)	
Less: EE Hlth Ins Prem (334.57)		\$ 96,742.14
01/15/2014 Adm Bonus Payroll & Mat SS		\$ 6,572.68
01/16/2014 Personal Leave Pay-Off PR & Mat SS		\$ 25,161.10
01/14/2014 CNB PR Checking Acct. Dep Slip Chrg\$		48.65
01/14/2014 MERS EFT Payment		\$ 24,287.95
01/14/2014 Sales Tax EFT Payment		\$.60
01/23/2014 Accounts Payable		\$ 152,249.18

Total Disbursements:		(\$305,062.30)
Ending Cash & Investments Balance		\$ 798,132.42
Less: Bonds in Escrow		(\$ 18,750.00)
Ending Available Fund Balance		\$ 779,382.42

Note: Outstanding Accounts Payable = \$125,399.21

2014 Equipment Purchases Discussed

The following equipment purchases are included in the 2014 budget. The engineer-manager asked for the board's input whether to purchase the equipment thru MiDeal or take bids locally?

	<u>Equipment</u>	<u>Budget</u>
1.	Pick-Up (Bill Hendershot) – ¾ ton 4 x 4	\$20,000
	Will replace 2006 Chevy Silverado with 175,000 miles.	
	MiDeal dealer: Red Holman Buick GMC, Westland	
	2014 GMC Sierra 2500HD regular cab 4 x 4 with 8' box	
	\$36,860 MSRP – Sells for \$23,418.65	
	MiDeal dealer: Gorno Ford, Woodhaven	
	2014 Ford F250 regular cab 4 x 4 with 8' box	
	\$36,795 MSRP – Sells for \$23,944.00	
		<u>Budget</u>
2.	Agricultural tractor with twin 5' rotary mowers	\$75,000
	Will replace 2003 New Holland (transmission issues) with 5' rotary mower	
	MiDeal dealer: Flint New Holland, Burton	
	2014 New Holland tractor with twin Tiger rotary mowers	
	MiDeal price = \$76,191.80	
	Twin flail mowers instead of rotary = add \$1,756.20	

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After some discussion, it was the general consensus that bids should be taken locally after the cash budget is done and we see what prices we can get. Mr. Clingerman said we need to get the tractor mower ordered as it will take awhile to get it.

Update on new Rural Task Force Guidelines from MDOT

The engineer-manager updated the board on the new Rural Task Force guidelines from MDOT.

2014 projects (STP target = \$641,199, State D target = \$134,923)

Sterling-Squires to M-49	-wedge/chip seal	-	3.4 mile	\$100,000
Beecher-Kelso to 127	-wedge/chip seal	-	3.7 mile	\$100,000
Reading-M-99 to Pittsford	-wedge/chip seal	-	4.2 mile	\$100,000
S.Hills/Montgomery-Camden to Grass Lake	-wedge/chip seal-	-	4.0 mile	\$100,000
Moscow-US-12 to Masker	-2" overlay	-	1.6 mile	\$275,000

STP planned = \$495,000 State D planned = \$110,000

The first four projects have already been approved and obligations should be here any day. The grade inspections have already been held. The Moscow Road asphalt overlay project is behind schedule. We had hoped to do the survey work last fall, but the weather just hasn't cooperated. The plan now is to get the project programmed and obligated with 2014 funds with a 2015 construct.

Since there was still about \$150,000 in unobligated funds as shown above, an ultra-thin overlay on the Broom Road haul route will be proposed using 2014 STP & D funds with 2015 construction. A meeting was held with the rural task force in Jackson on 1/21/14 and Susan Richardson explained the ever changing rules on the funds. She emailed yesterday with the carry-over fund balances for the STP and state D funds, and then soon thereafter, emailed again to say no carry-over will be allowed for STP funds, only state D funds. In addition to what's not shown above, there's another \$175,000 available in state D funds per Ms. Richardson's sheet so it would be advantageous for us to do the Broom Road project. We need to obligate the 2014 funds as there won't be any carry-over allowed next year.

On 2/25/2014 at 10:00 a.m., we will host a local rural task force meeting here to plan the 2014-2017 STIP. Then on 4/21/2014 at 1:30 p.m., the Region II Rural Task Force meeting will be held at the Lenawee County Road Commission.

MDOT is encouraging the counties to spend their allotments every year. Bill Watkins asked what happened to the surplus funds the state found a couple years ago? Mr. Clingerman said this is part of the reason the rules are changing. Over the years, \$54 million in unspent federal and state funds built up, mainly due to bid savings. MDOT increased the targets to spend the excess so the excess is gone now.

Temporary On-Call Truck Driver Hired

The engineer-manager announced that a temporary, on-call truck driver is being hired for the rest of the winter at the Jerome garage to plow snow at Lake LeAnn and Lake Somerset. The regular truck driver that was plowing the lake roads, bid on a state truck and it wasn't working very well for the other two Jerome truck drivers, plus the grader operator, to handle the snow plowing up in that more populated area. The Association was supportive of the decision to hire another temporary truck driver to fill the void and to help out up there, especially with the excessive snow this winter. The new hire is going through the pre-employment physical process right now and it will probably take a week to get him on board.

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Deteriorating Condition of Primary & Local Pavements Reviewed

The engineer-manager presented a map showing the 2013 primary and local road passer surface ratings and the road conditions are definitely deteriorating.

	<u>Primary average(370 mile)</u>	<u>Local average (241 mile)</u>
2005	6.6	5.7
2009	5.6	5.5
2012	4.9	5.4
2013	4.6	4.6

Overall: 25% rated good – 48% rated fair – 27% rated poor

There are a lot of poor and fair roads on the map. It costs \$30,000-\$40,000 to wedge/chip seal a mile of road and about \$100,000 to resurface a mile. We'll be lucky if we can keep the paved roads paved until we can get more funding. The surface treatments aren't lasting as long as they used to as the road base is deteriorating.

Bids Scheduled for February 20, 2014

The following bids are scheduled to be opened at the February 20, 2014, board meeting:

10:30 a.m.	-	Limestone (furnish & deliver)
11:00 a.m.	-	Brush & guardrail spray
11:30 a.m.	-	Center Road asphalt overlay
11:30 a.m.	-	*Sweet Clover Hills microsurfacing

*For township's information so they can decide if they can hold a meeting with the residents of the subdivision who will need to contribute 1/3 of the cost.

RESOLUTION ADOPTED TO ABANDON SEASONAL ADAMS ROAD

14-010 Having received notarized signature pages from all three abutting property owners granting each other a mutual right of way over the roadbed of seasonal Adams Road, Bill Watkins moved, Mike Parney seconded, to adopt a resolution to absolutely abandon and discontinue Adams Road as a county road between Mosherville Road and County Line Road, except the southerly 300 feet, to be effective February 1, 2014. Carried. Copy attached.

Aging Equipment Fleet Discussed

The engineer-manager updated the board on the condition of our aging fleet of road equipment. The average age of the road commission's fleet of 26 snow plow trucks is 12 years old. The last time trucks were purchased was 2010 and a lot of the equipment is in pretty sad shape now. If the cash budget will allow it, Mr. Clingerman suggested that two new snow plow trucks be considered for purchase this year to replace the two oldest trucks, 1996 Ford trucks with over 302,000 miles on them. He suggested that the cab and chassis units might be financed through the manufacturer at a good interest rate to help our cash flow. He'll work on the budget and advise.

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Engineer-Manager Announced Tentative Retirement Plans in January, 2016

For future planning, the engineer-manager announced that he is tentatively planning to retire in January, 2016—two years from now. He said it's a goal! It may or may not happen, but that's what he's shooting for.

Meeting Adjourned – 11:15 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:15 a.m.



Chairman

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Clerk