

Mason, Michigan  
December 7, 2009

The Board of Ingham County Road Commissioners met for a regular meeting on Monday, December 7, 2009, at 6:00 p.m. in the Board Room of the Ingham County Road Commission's Austin E. Cavanaugh Administration Building located at 301 N. Bush Street, Mason, Michigan.

Present: Joseph A. Guenther, Chair, Shirley M. Rodgers, Vice Chair, James G. Dravenstatt-Moceri, Member, Thomas M. Mitchell, Member, and Norman L. Gear, Member.

Also Present: William M. Conklin, Managing Director, Deborah L. Bellows, Secretary to the Board, and James M. Benjamin, Director of Operations.

Others Present: A contingent of AFSCME employees and their Business Agent were present, but did not speak.

Absent & Excused: Robert H. Peterson, Director of Engineering, and Tina M. Henry, Director of Finance.

Chair Guenther called the meeting to order and led with the Pledge of Allegiance.

AGENDA ITEM #4 – CONSENT ITEMS:

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers, that the following items be approved under consent:

- A. Agenda Item #6, approval of minutes.
- B. Agenda Item #9A, accounts payable.
- C. Agenda Item #10A, Local Road Agreement with Bunker Hill Township.
- D. 10B, purchase of two traffic signal cabinets.

5 yes, 0 no. Motion carried unanimously.

Agenda Item #6 – Minutes.

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers, that the Minutes of the meeting of November 23, 2009, be approved as presented. 5 yes, 0 no. Motion carried unanimously.

Agenda Item #9A – Accounts Payable.

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers, that the accounts payable for the two week period of November 9-22, 2009, be approved as follows: check numbers #94185 through #94247, totaling \$749,834.25. 5 yes, 0 no. Motion carried unanimously.

Agenda Item #10A – Local Road Agreement with Bunker Hill Township.

RESOLUTION APPROVING LOCAL ROAD AGREEMENT WITH BUNKER HILL TOWNSHIP.

RESOLUTION #097-09

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director, the Board approves a local road agreement with Bunker Hill Township for improvements on Haynes Road.

Agenda Item #10B – Purchase of Two Traffic Signal Cabinets.

RESOLUTION APPROVING THE PURCHASE OF TWO TRAFFIC SIGNAL CABINETS.

RESOLUTION #098-09

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Sign and Signal Shop Supervisor and the Director of Engineering, the Board approves the purchase of two traffic signal cabinets from Carrier & Gable, for a total cost of \$9,700.00.

AGENDA ITEM #10C – BLAKESLEE COUNTY DRAIN RIGHT OF WAY AGREEMENT.

Present for the discussion: Carla Clos, Deputy Ingham County Drain Commissioner and Kristin B. Bellar, Attorney for the Ingham County Drain Commissioner.

Managing Director Bill Conklin stated this is a right of way occupation agreement for constructing two segments of the proposed Blakeslee County Drain in road right of way on Harper Road and Onondaga Road. He said the Drain Commissioner has requested this Agreement as required for new drain segments in road rights of way by the Drain Code.

Commissioner Rodgers asked the impact of this on our drain assessments for 2010. Mr. Conklin stated this has been included in his 2010 estimate. The numbers have been provided by the Drain Commissioner. Commissioner Rodgers asked the potential for the number to be higher than anticipated. Mr. Conklin stated that is possible.

RESOLUTION APPROVING A RIGHT OF WAY OCCUPATION AGREEMENT WITH THE INGHAM COUNTY DRAIN COMMISSIONER FOR CONSTRUCTING TWO SEGMENTS OF THE BLAKSLEE COUNTY DRAIN IN ROAD RIGHT OF WAY ON HARPER AND ONONDAGA ROADS IN DELHI CHARTER TOWNSHIP.

RESOLUTION #099-09

Moved by Commissioner Rodgers and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director, the Board approves a Right of Way Occupation Agreement with the Ingham County Drain Commissioner for constructing two segments of the Blakslee County Drain in road right of way on Harper and Onondaga Roads in Delhi Charter Township, and authorizes the Chair and Secretary to sign.

AGENDA ITEM #8 – MANAGING DIRECTOR REPORTS.

Director Conklin stated he had no reports at the present time. Chair Guenther updated the Board on the recent public hearings in Delhi Township regarding the Township DDA's plans to reduce Cedar Street to three lanes between Holt Road and Aurelius Road. He stated that at the first public meeting on Tuesday the general consensus of the citizens was against any reduction in lanes. However, at the second public meeting on Thursday, after a presentation from the consultant, people were a bit more in favor of the lane reduction, provided the intersections of Cedar and Holt and Cedar and Aurelius are improved first. The consultant also discussed a new roundabout design known as a "peanut".

Chair Guenther stated there was a clear understanding from the public that these two intersections must be fixed before any lane reduction can occur on Cedar Street. Commissioner Rodgers asked if the Board members could get a cd of the consultant's presentation. Director Conklin stated he would see if he could get it. Commissioner Dravenstatt-Mocerri commented that he, too, saw a difference in people's attitudes on Thursday after they had heard the consultant's presentation.

AGENDA ITEM #10D – DENTAL AND VISION INSURANCE COVERAGE FOR 2010.

Director Conklin reported that the Benefits Coordinator has secured quotes for dental and vision insurance coverage for 2010. Delta Dental has quoted coverage for 2010 for the Road Commission at an annual cost of \$68,666.52, which is slightly higher than what was paid in 2009. VSP has quoted rates for vision care coverage for 2010 for the Road Commission, which is the same rate paid for 2009.

RESOLUTION APPROVING DENTAL AND VISION INSURANCE COVERAGE FOR ROAD COMMISSION EMPLOYEES FOR 2010.

RESOLUTION #100-09

Moved by Commissioner Rodgers and Supported by Commissioner Mitchell. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Benefits Coordinator and the Managing Director, the Board authorizes dental insurance coverage for 2010 through Delta Dental at the monthly rate of \$38.09 per single subscriber, \$68.66 per 2-pary subscriber, and \$124.93 per family subscriber. The Board also authorizes vision insurance coverage for 2010 through VSP at the monthly rate of \$7.50 per single subscriber, \$12.67 per 2-party subscriber, and \$20.80 per family subscriber.

AGENDA ITEM #5 – 2010 PROPOSED BUDGET PUBLIC HEARING.

Chair Guenther called the public hearing to order at 6:30 p.m. and introduced Board members and staff. He stated the purpose of the public hearing is to review the proposed 2010 operating budget for the Road Commission and hear public comment regarding same.

Secretary to the Board Deborah Bellows stated the publication dates and locations for the Notice of the public hearing and reported that no communications regarding the proposed budget have been received.

Chair Guenther asked the Managing Director for a presentation. Director Conklin stated he is presenting a balanced budget for 2010. A four percent reduction in Michigan Transportation Fund revenues is expected. No wage increases are budgeted. The budget includes the cost of the PHP-3 base plan, plus the dental and vision costs. There is no township local road program budgeted for 2010. Salt prices are up over last season, the budget reflects that increase. The budget includes traffic and surface maintenance materials at 2009's funding levels such that any cost increases would have to be offset by reduced purchases. There are no major vehicle or equipment purchases. Director Conklin stated the budget reflects an estimated \$450,000 drain assessment. The Cook and Thorburn Drain assessment will be about \$50,000 per year for 20 years. The local share of the federal aid projects has been preserved for 2010. That amounts to about \$500,000. The budget also includes ten position attritions.

The Board discussed bridge projects and the township match program. Chair Guenther thought perhaps we could have some sort of local road program depending on the severity of this winter. They could take another look at the budget in the spring after winter maintenance costs are tallied.

There was no public comment regarding the Road Commission's proposed 2010 Operating Budget. Chair Guenther adjourned the public hearing at 6:40 p.m.

AGENDA ITEM #9B – ADOPTION OF THE 2010 OPERATING BUDGET.

RESOLUTION APPROVING THE 2010 ROAD COMMISSION OPERATING BUDGET.

RESOLUTION #101-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Mocerri. 5 yes, 0 no.  
Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director, the Board adopts the 2010 Operating Budget as follows:

	2009 Budget as amended	Year To Date Revenues	2010 Budget as approved
Fund Balance			
Beginning Fund Balance	-\$3,917,588.00		-\$1,955,042.06
 REVENUES/EXPENDITURES			
Revenues:			
Motor Vehicle Highway Funds			
Engineering	-\$10,000.00	-\$10,000.00	-\$10,000.00
Primary Road	-\$7,697,850.00	-\$5,506,791.98	-\$7,398,200.00
Local Road	-\$2,224,900.00	-\$1,720,525.39	-\$2,135,904.00
Primary Urban Road	-\$1,213,910.00	-\$755,406.24	-\$1,165,353.50
Local Urban Road	-\$361,000.00	-\$306,083.83	-\$346,560.00
Total Motor Vehicle Highway Funds	-\$11,507,660.00	-\$8,298,807.44	-\$11,056,017.50
 Federal Aid Funds			
Rural STP	-\$667,000.00		
Urban STP	-\$2,317,675.00		-\$5,705,319.00
Cat D Rural Primary		-\$932.60	
FEMA		-\$93,623.66	
Critical Bridge			
Federal CMAQ			
Federal - T Enhancement	-\$436,319.00		\$0.00
Total Federal Aid Funds	-\$3,420,994.00	-\$94,556.26	-\$5,705,319.00
 State Aid Funds			
"D" Funds E.D.F.		-\$475.10	
Critical Bridge			
"A" Funds - State Highway			
Total State Aid Funds		-\$475.10	\$0.00

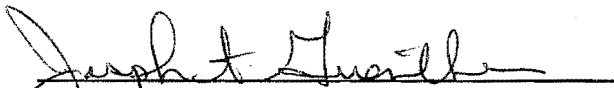
County Raised Funds			
Other		-\$119,399.30	-\$40,000.00
Township Contributions	-\$846,994.00	-\$222,287.32	-\$240,994.00
Permits & Inspection Fees	-\$206,000.00	-\$104,062.92	-\$110,000.00
Total County Raised Funds	-\$1,052,994.00	-\$445,749.54	-\$390,994.00
Gain on Disposal of Equipment			
Gain/Loss on Equip Usage			
Trade-In Allowances		-\$2,000.00	-\$1,000.00
Gain/Loss on Equip Sale		-\$9,295.24	-\$5,000.00
Total Gain on Disposal of Equipment		-\$11,295.24	-\$6,000.00
Other Revenues			
Interest Earned	-\$50,000.00	-\$1,394.02	-\$5,000.00
Salvage Sales		-\$3,329.07	-\$2,000.00
Sale of Building/Land			
Bond Proceeds			
Total Other Revenues	-\$50,000.00	-\$4,723.09	-\$7,000.00
Total Revenues:	-\$16,031,648.00	-\$8,855,606.67	-\$17,165,320.50

	2009 Budget as amended	Year To Date Expenditures	2010 Budget as approved
EXPENDITURES:			
Primary Road			
467 Maintenance	\$3,183,854.00	\$2,117,018.55	\$2,257,186.00
459 Preservation - SI	\$4,832,314.00	\$2,202,121.00	\$7,039,216.00
Total Primary Road	\$8,016,168.00	\$4,319,139.55	\$9,296,402.00
Local Road			
489 Preservation - SI	\$1,423,961.00	\$888,702.34	\$239,641.00
497 Maintenance	\$2,920,810.00	\$1,666,194.19	\$2,422,830.00
Total Local Road	\$4,344,771.00	\$2,554,896.53	\$2,662,471.00
Gross Equipment Expense			
510 Direct Expense	\$1,017,486.00	\$699,964.05	\$941,087.00
511 Indirect Expense	\$991,954.00	\$929,828.72	\$1,070,510.00
512 Operating Expense	\$515,000.00	\$204,873.10	\$310,100.00
Less: Rental Credits	-\$2,572,277.00	-\$1,769,190.03	-\$1,878,700.00

Total Gross Equipment Expense	-\$47,837.00	\$65,475.84	\$442,998.00
Gross Administrative Expense			
515 Administrative Expense	\$908,149.00	\$685,145.85	\$858,013.00
Less: Purchase Discounts		-\$337.63	
Less: Handling Charges			
Less: Overhead Charges		-\$3,137.44	
Total Gross Administrative Expense	\$908,149.00	\$681,670.78	\$858,013.00
Drain Assessment			
Drain Assessment	\$446,200.00	\$311,299.48	\$450,000.00
Total Drain Assessment	\$446,200.00	\$311,299.48	\$450,000.00
Distributive Expense			
513 Distributive Fringe	\$3,636,393.00	\$2,749,473.69	\$3,046,032.50
514 Distributive Other	\$891,668.00	\$705,729.28	\$666,157.00
Total Distributive Expense	\$4,528,061.00	\$3,455,202.97	\$3,712,189.50
Long Term Debt Expense			
Long Term Debt Payment			
Lease Equipment Principle			
Long Term Land Contract Payment			
Interest Expense			
Total Long Term Debt Expense		\$0.00	\$0.00
Capital Outlay			
Special Projects	\$382,428.94	\$210,998.01	\$37,300.00
Less: Depreciation/Depletion	-\$583,747.00	-\$320,840.62	-\$567,947.00
Less: Equipment Retirements			
Total Capital Outlay	-\$201,318.06	-\$109,842.61	-\$530,647.00
Contingency Fund			
Contingency Fund			\$0.00
Total Contingency Fund		\$0.00	\$0.00
Total Expenditures	\$17,994,193.94	\$11,277,842.54	\$16,891,426.50
Total REVENUES/EXPENDITURES	-\$1,962,545.94	-\$2,422,235.87	-\$273,904.00
Total Fund Balance	-\$1,955,042.06		-\$2,228,946.06

New Projected Fund Balance as of 12/31/10 = \$1,955,042.06 + \$273,904 = \$2,228,946.06

No public comment was offered. The meeting adjourned at 6:45 p.m.



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Joseph A. Guenther, Chair



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Deborah L. Bellows, Board Secretary