

A Regular Meeting of the Board of Delta County Road Commissioners was held on Tuesday, January 11, 2022 at 4:30 p.m. at the Main Office, 3000 32nd Avenue North, Escanaba, Michigan.

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

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

ABSENT: None

It was moved by Commissioner Stanek, seconded by Commissioner Bjork to nominate Commissioner Bob Aschbacher to serve as Chairman for 2022, and to cast a unanimous ballot for such. It was asked three times if there were any other nominations and there being none, the motion was voted on.

Roll Call Vote:

Vice-Chairman Bjork – Yes

Chairman Aschbacher – Yes

Commissioner Asselin – Yes

Commissioner Stanek – Yes

Commissioner Stempki – Yes

It was moved by Commissioner Asselin, seconded by Commissioner Stempki to nominate Commissioner Randy Bjork to serve as Vice Chairman for 2022, and to cast a unanimous ballot for such. It was asked three times if there were any other nominations and there being none, the motion was voted on.

Roll Call Vote:

Vice-Chairman Bjork – Yes

Chairman Aschbacher – Yes

Commissioner Asselin – Yes

Commissioner Stanek – Yes

Commissioner Stempki – Yes

Chairman Aschbacher moved to approve the Agenda as printed with the addition of: Item 10. F – Approval of the purchase of Haulquist Property for \$35,000.

Chairman Aschbacher moved to approve the minutes of the December 14th, 2021 Regular Meeting as proposed.

Manager Jody Norman gave an administration update:

The crews have been brushing and doing maintenance in-between snowfall. The sale of the Wells Garage is moving forward, the sale should be finalized by the end of February. A new employee for District 2 has been hired and starts at the end of the month. The MERS Health Care Savings Plan contributions for B-1 employees passed with the union.

Policy #49 – Harassment & Unlawful Retaliation in the Workplace was reviewed and updated.

Policy #11 – Drug & Alcohol Policy was reviewed and updated in order to review the chain of events necessary when an accident occurs.

It was moved by Commissioner Stempki, seconded by Vice-Chairman Bjork to approve Bills Payable Voucher No. 2588 in the amount of \$131,517.83 & No. 2589 in the amount of \$142,869.29

Roll Call Vote:

Vice-Chairman Bjork – Yes

Chairman Aschbacher – Yes

Commissioner Asselin – Yes

Commissioner Stanek – Yes

Commissioner Stempki – Yes

It was moved by Commissioner Stempki, seconded by Vice-Chairman Bjork to approve Payroll Voucher No. 69147 in the amount of \$102,125.39 & No. 69148 in the amount of \$89,870.08 as presented and reviewed.

Roll Call Vote:

Vice-Chairman Bjork – Yes

Chairman Aschbacher – Yes

Commissioner Asselin – Yes

Commissioner Stanek – Yes

Commissioner Stempki – Yes

It was moved by Commissioner Stempki and seconded by Chairman Aschbacher to approve the Board Meeting Schedule for 2022.

Ayes – 5 Nays – 0

The following resolution was offered by Commissioner Stempki seconded by Commissioner Asselin:

BE IT RESOLVED Manager Jody Norman & Engineer Nancy Roseman are approved to sign MDOT

Contract #21-5314 for Hot mix asphalt wedging and overlay, aggregate shoulders and pavement markings along County Road 535 (H Road/F Road/8th Road/D Road) from M-35 to US-2/US-41; and all together with necessary related work

Ayes – 5 Nays – 0

RESOLUTION DECLARED ADOPTED

It was moved by Commissioner Stanek, seconded by Commissioner Stempki, to authorize Chairman Aschbacher to sign the FY 2021 Act 51 Report.

Ayes – 5 Nays – 0

It was moved by Vice-Chairman Bjork, seconded by Commissioner Asselin, to approve the FY 2021 Final Budget with line item transfers per General Appropriations Act.

Ayes – 5 Nays – 0

It was moved by Commissioner Stempki, seconded by Commissioner Stanek to approved the Project/Material Agreement for Fairbanks Township.

Ayes – 5 Nays – 0

It was moved by Commissioner Asselin, seconded by Commissioner Stempki to approve the Purchase of additional Haulquist Property for \$35,000.

Under Commissioners comments County Board liaison John Malnar discussed requesting a raise from the County Board with the commissioners:

It was moved by Commissioner Asselin, seconded by Commissioner Stempki to request the following salary increase from the Delta County Board: A \$25/month increase in 2022, a \$25/month increase in 2023, and a \$25/month increase in 2024. A formal e-mail request will be sent to John Malnar from Office Clerk, Sam Grau, for John to present to the County Board.

Ayes – 5 Nays – 0

There being no further business to come before the board at this time, Chairman Aschbacher moved to adjourn the meeting at 5:37 pm.

Robert Aschbacher, Chairman

Samantha Grau, Deputy County Clerk

January 11, 2022

FY 2021 Budget Amendment and Final Comparison to Actual with Line Item Transfers-Approved 1/11/2022

Revenues								
		Proposed 2021 Budget	Amendment #1	9/30/21 Approved Amended Budget	Prorated Dist. Expense	2021 Final Budget (w/FB & OH dist.)	2021 Actual Revenue	Variance
Federal Grants:	501							
CR 420 Safety Guardrail 207351		56.53		56.53		56.53	56.53	0.00
CR 418 Paving 205816		267,000.00	(5,805.39)	261,194.61		261,194.61	261,194.61	0.00
CR 426 Paving 205823		434,000.00	(17,078.76)	416,921.24		416,921.24	416,921.24	0.00
CR 426 Shoulders 210339		305,000.00	48.61	305,048.61		305,048.61	305,048.61	0.00
CR 531 Paving-ONLY State Funded, NOT Fed.		115,943.47	(115,943.47)	0.00		0.00		0.00
CR 434 FA Grade Lift		75,000.00	(75,000.00)	0.00		0.00		0.00
CR 529 FA Grade Lift		75,000.00	(75,000.00)	0.00		0.00		0.00
CR 533 Bridge - CANCELLED		235,000.00	(235,000.00)	0.00		0.00		0.00
Total Federal Grants		1,507,000.00	(523,779.01)	983,220.99		983,220.99	983,220.99	0.00
State Grants:	539							
CR 418 Paving 205816			30,000.00	30,000.00		30,000.00	30,000.00	0.00
CR 426 Paving 205823			49,960.00	49,960.00		49,960.00	49,960.00	0.00
CR 531 Paving 211556			101,562.60	101,562.60		101,562.60	101,562.60	0.00
MTF Allocation	546	6,490,000.00	190,000.00	6,680,000.00		6,680,000.00	6,831,967.23	(151,967.23)
MTF Snow Funds & Engineering Reimbursement	546	60,000.00	4,842.55	64,842.55		64,842.55	64,842.55	0.00
Total State Grants		6,550,000.00	376,365.15	6,926,365.15		6,926,365.15	7,078,332.38	(151,967.23)
Contributions from Local Units - Township Cont	583	500,000.00	203,561.87	703,561.87		703,561.87	703,561.87	0.00
Charges for Services:								
Trunkline Maintenance	627	1,600,000.00	539,458.22	2,139,458.22		2,139,458.22	2,139,439.07	19.15
Trunkline Non-Maintenance (TWA)	628	80,000.00	102,115.77	182,115.77		182,115.77	182,213.19	(97.42)
Trunkline Maintenance Audit Adjustment	627-01	0.00	327,224.00	327,224.00		327,224.00	327,224.00	0.00
Driveway Permits	609	1,000.00	(100.00)	900.00		900.00	900.00	0.00
Transportation Permits	610	7,000.00	12,478.56	19,478.56		19,478.56	19,478.56	0.00
Abandonment Fees				0.00		0.00		0.00
Total Charges for Services		1,688,000.00	981,176.55	2,669,176.55		2,669,176.55	2,669,254.82	(78.27)
Interest Earned	665	19,000.00	5,000.00	24,000.00		24,000.00	23,460.86	539.14
Other Revenue:								
Contribution/donation-Private sources	675	68,000.00	(6,720.00)	61,280.00		61,280.00	61,280.00	0.00
Reimbursements - Non-Road Services	676	60,000.00	85,793.27	145,793.27		145,793.27	145,793.27	0.00
Scrap & Salvage Sales	643	1,500.00	6,127.30	7,627.30		7,627.30	7,627.30	0.00
Gain/Loss on Equipment Disposal	693	70,500.00	(59,947.00)	10,553.00		10,553.00	10,553.00	0.00
Sundry Refunds/Rebates	687			0.00		0.00		0.00
Total Other Revenue		200,000.00	25,253.57	225,253.57		225,253.57	225,253.57	0.00
Total Revenue		10,464,000.00	1,067,578.13	11,531,578.13		11,531,578.13	11,683,084.49	(151,506.36)

January 11, 2022

FY 2021 Budget Amendment and Final Comparison to Actual with Line Item Transfers-Approved 1/11/2022										
Expenditures										
		Proposed	Amendment #1	Amended Budget	Prorated	2021 Final Budget	2021 Actual	Variance	Prop. Line Item Xfer	Final
		2021 Budget			Dist. Expense	(w/FB & OH dist.)	Expenditure		per Gen. App. Act	Budget
Primary Preservation & Structural Improvements	459-460									
CR 418 Paving 205816		400,000.00	(69,306.35)	330,693.65		330,693.65	332,796.31			330,693.65
CR 426 Paving 205823		650,000.00	(118,967.03)	531,032.97		531,032.97	534,040.26			531,032.97
CR 426 Shoulders 210339		400,000.00	(58,837.10)	341,162.90		341,162.90	342,823.09			341,162.90
CR 531 Paving		258,000.00	(122,225.30)	135,774.70		135,774.70	136,616.28			135,774.70
CR 470 Pulverize/Pave		115,000.00	(76,340.31)	38,659.69		38,659.69	40,485.19			38,659.69
CR 434 FA Grade Lift		90,000.00	(89,158.35)	841.65		841.65	1,666.91			841.65
CR 529 FA Grade Lift		90,000.00	(89,543.69)	456.31		456.31	1,115.01			456.31
Other Heavy Primary work		615,000.00	(580,015.61)	34,984.39		34,984.39	72,581.98			34,984.39
Future Design Engineering		110,000.00	(83,044.60)	26,955.40		26,955.40	27,086.57			26,955.40
Total Primary Preservation/Structural Imp.		2,728,000.00	(1,287,438.34)	1,440,561.66	48,950.93	1,489,512.59	1,489,211.60	300.99	(300.99)	1,489,211.60
Primary Routine & Prev. Maintenance	467-468	2,400,000.00	561,305.24	2,961,305.24	313,550.96	3,274,856.20	3,273,070.49	1,785.71	(1,785.71)	3,273,070.49
Local Preservation/Structural Improvements	489-490									
Future Project Design Engineering**		10,000.00	(10,000.00)	0.00		0.00				0.00
Other Local Preservation/Structural Improvements		450,000.00	(17,289.38)	432,710.62		432,710.62	482,977.02			432,710.62
Total Local Preservation/Structural Improv.		460,000.00	(27,289.38)	432,710.62	50,577.39	483,288.01	482,977.02	310.99	(310.99)	482,977.02
Local Routine & Preventative Maintenance	497-498	2,000,000.00	(45,671.58)	1,954,328.42	405,568.40	2,359,896.82	2,357,283.06	2,613.76	(2,613.76)	2,357,283.06
Net Equipment Expense:										
Direct Equipment Expense	510	600,000.00	39,000.00	639,000.00		639,000.00	926,779.59			639,000.00
Depreciation Expense - Road Equipment	139	830,000.00		830,000.00		830,000.00	790,885.38			830,000.00
Indirect Equipment Expense	511	400,000.00	(48,000.00)	352,000.00		352,000.00	440,061.65			352,000.00
Depreciation Exp. - Shop Equip & Bldg./Fixt.	137-141	211,000.00		211,000.00		211,000.00	217,183.65			211,000.00
Operating Equipment Expense	512	250,000.00	(60,000.00)	190,000.00		190,000.00	183,215.77			190,000.00
Less: Equipment Rentals	669	(1,841,000.00)	95,333.92	(1,745,666.08)		(1,745,666.08)	(1,745,666.08)			(1,745,666.08)
Total Net Equipment Expense		450,000.00	26,333.92	476,333.92	388,415.40	864,749.32	812,459.96	52,289.36	(52,289.36)	812,459.96
Distributive Expense										
Fringe Benefits	513	1,450,000.00	210,271.97	1,660,271.97						0.00
Fringe Benefits (MERS funding)	513	600,000.00	100,000.00	700,000.00						0.00
Less: Fringe Benefits Recovered	513	(400,000.00)	(260,005.24)	(660,005.24)						0.00
Other Distributive	514	110,000.00	(65,000.00)	45,000.00						0.00
Total Distributive Expense		1,760,000.00	(14,733.27)	1,745,266.73	(1,745,266.73)	0.00	0.00	0.00	0.00	0.00
Net Administrative Expense:										
Administrative Expense	515	555,000.00	(90,000.00)	465,000.00		465,000.00	1,023,942.32	(558,942.32)		465,000.00
Less: STLM Overhead Recovered	629	(150,000.00)	(40,158.08)	(190,158.08)		(190,158.08)	(190,236.35)	78.27		(190,158.08)
Less: Overhead Recovered	630	(5,000.00)	(4,390.05)	(9,390.05)		(9,390.05)	(9,505.23)	115.18		(9,390.05)
Total Net Administrative Expense		400,000.00	(134,548.13)	265,451.87	538,203.65	803,655.52	824,200.74	(20,545.22)	20,545.22	824,200.74

January 11, 2022

FY 2021 Budget Amendment and Final Comparison to Actual with Line Item Transfers-Approved 1/11/2022										
Expenditures										
		Proposed 2021 Budget	Amendment #1	Amended Budget	Prorated Dist. Expense	2021 Final Budget (w/FB & OH dist.)	2021 Actual Expenditure	Variance	Prop. Line Item Xfer per Gen. App. Act	Final Budget
State Trunkline Maintenance	517	1,600,000.00	539,458.22	2,139,458.22		2,139,458.22	2,139,439.07	19.15		2,139,458.22
State Trunkline Non-Maintenance	518	80,000.00	102,115.77	182,115.77		182,115.77	182,213.19	(97.42)	97.42	182,213.19
Non-Road Project Expense	519	317,056.00		317,056.00		317,056.00	317,056.00	0.00		317,056.00
Non-Road Expenditures	521	70,000.00	72,370.65	142,370.65		142,370.65	142,370.65	0.00		142,370.65
Net Capital Outlay Expense:	900									
Capital Outlay Expense		800,000.00	105,968.67	905,968.67		905,968.67	905,388.07	580.60		905,968.67
Less: Depreciation		(1,040,000.00)	18,807.23	(1,021,192.77)		(1,021,192.77)	(1,021,101.81)	(90.96)		(1,021,192.77)
Less: Equipment Retirements				0.00		0.00		0.00		0.00
Total Net Capital Outlay Expense		(240,000.00)	124,775.90	(115,224.10)		(115,224.10)	(115,713.74)	489.64	(489.64)	(115,713.74)
Debt Service:										
Bond Principal	991	285,000.00		285,000.00		285,000.00	575,000.00	(290,000.00)	15,398.21	300,398.21
Bond Interest	995	45,998.65	(319.37)	45,679.28		45,679.28	67,428.88	(21,749.60)	21,749.60	67,428.88
Total Debt Service		330,998.65	(319.37)	330,679.28		330,679.28	642,428.88	(311,749.60)	37,147.81	367,827.09
Total Expenditures		12,356,054.65	(83,640.37)	12,272,414.28		12,272,414.28	12,546,996.92	(274,582.64)	0.00	12,272,414.28
Budgeted Net Revenues (Expenditures)		(1,892,054.65)	1,151,218.50	(740,836.15)		(740,836.15)	(863,912.43)	123,076.28	0.00	(863,912.43)
Accumulated Fund Balance From Prior Years		5,588,679.30		5,603,436.71		5,603,436.71	5,603,436.71			5,603,436.71
		(Estimated)		(Actual)		(Actual)	(Actual)			
Projected Fund Balance at Budget YE		3,696,624.65		4,862,600.56		4,862,600.56	4,739,524.28			4,739,524.28