

A Regular Meeting of the Board of the Delta County Road Commissioners was held on Tuesday, March 12, 2024 at 3:30 p.m. at the Main Office, 3000 32<sup>nd</sup> Avenue North, Escanaba, Michigan.

Chairman Aschbacher called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance.

PRESENT: Chairman Aschbacher, Commissioner Stanek, Commissioner Mark Asselin,  
Vice-Chairman Stempki and Commissioner Bjork

ABSENT: None

Chairman Aschbacher moved to approve the agenda as printed.

Chairman Aschbacher moved to approve the minutes as proposed for the February 27<sup>th</sup>, 2024 Regular Meeting.

Manager Jody Norman gave a brief Admin Update:

Jody relayed an overview of recent legislative updates & stated that the budget is in good shape. Regarding the MDOT system: the DCRC has only spent half of our allotted MDOT budget. On the local system: once it is safe to dismantle plow trucks the crew will start summer / spring projects such as shouldering & crack sealing. Salt shipments for county and state have been coming in over the past few days. Jody informed the commissioners that the roof of the District 1 office will more than likely need to be replaced soon. An update on union negotiations, SESC permits for the County, and the status of the used equipment purchases was also discussed.

At the end of the admin update, the matter of the Finance/Human Resource Director, Pamela Peterson's Contract was brought up and discussed. Pam declined for the Board to go into closed session.

It was moved by Vice-Chairman Stempki, seconded by Commissioner Asselin to approve Bills Payable Voucher No. 2642 in the amount of \$209,910.21. Along with Payroll Voucher No. 69204 in the amount of \$72,955.97 and Payroll Voucher No. 69205 in the amount of \$75,284.74

Roll Call Vote:

Commissioner Bjork – Yes

Chairman Aschbacher – Yes

Commissioner Asselin – Yes

Vice-Chairman Stempki – Yes

It was moved by Commissioner Asselin, seconded by Commissioner Bjork to approve the Federal Dollar Agreement between Oakland and the Delta County Road Commission.

Ayes – 4            Nays – 0

Finance/Human Resource Director Pam Peterson gave a brief overview of the final FY2023 Final Budget & answered a few questions from the Commissioners. It was moved by Commissioner Bjork, seconded by Vice-Chairman Stempki to approve the FY2023 Final Budget with line item transfers per the General Appropriations Act.

Roll Call Vote:

Commissioner Bjork – Yes

Chairman Aschbacher – Yes

Commissioner Asselin – Yes  
Vice-Chairman Stempki – Yes

It was moved by Chairman Aschbacher, seconded by Commissioner Asselin, to authorize Chairman Aschbacher to sign the FY 2023 Annual Financial Report (ACT 51).

Ayes – 4          Nays – 0

It was moved by Commissioner Bjork, seconded by Vice Chairman Stempki to award the CR 440 Paving Bid to Bacco Construction on the recommendation of Manager Jody Norman.

Ayes – 4          Nays – 0

Under Road Commissioners comments the Commissioners thanked Manager Jody Norman for getting the administrative contracts in order. Commissioner Asselin thanked the office staff for their help.

There being no further business to come before the board at this time, Chairman Aschbacher moved to adjourn the meeting at 4:19 p.m.

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Bob Aschbacher, Chairman

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Samantha Grau, Deputy County Clerk

**FY 2023 Budget FINAL w/line item transfers Approved 3/12/2024**

<b>Revenues</b>									
		Approved 2023 Budget	Approved 5/23/23 Amendment #1	APPROVED 9/28/23 Amendment #2	Approved Amended Budget	Prorated Dist. Expense	2023 Final Budget (w/FB & OH dist.)	2023 Actual Revenue	Variance
<b>Federal Grants:</b>	<b>501</b>				<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>410-Bridge-Postponed</b>		1,200,000.00	(1,200,000.00)						
420 & 426 pavement markings 213709		50,000.00		(14,292.47)	<b>35,707.53</b>		35,707.53	35,707.53	0.00
By-Pass Truck Route Signs 213712		70,000.00		(29,624.32)	<b>40,375.68</b>		40,375.68	40,375.68	0.00
CR 430 215213		589,860.07		256,725.93	<b>846,586.00</b>		846,586.00	846,586.00	0.00
CR 432 West		280,000.00		2,178.40	<b>282,178.40</b>		282,178.40	282,178.40	0.00
CR 525/416 215113		230,000.00		(6,266.89)	<b>223,733.11</b>		223,733.11	223,733.11	0.00
Previous FY Fed aid funds		20,139.93	(19,000.00)	2,264.72	<b>3,404.65</b>		3,404.65	3,404.65	0.00
<b>Total Federal Grants</b>		<b>2,440,000.00</b>	<b>(1,219,000.00)</b>	<b>210,985.37</b>	<b>1,431,985.37</b>		<b>1,431,985.37</b>	<b>1,431,985.37</b>	<b>0.00</b>
<b>State Grants:</b>									
CR 430 215213		0.00	240,000.00	(240,000.00)	0.00		0.00	0.00	0.00
EGLE Lighting Grant		0.00		25,000.00	25,000.00		25,000.00	25,000.00	0.00
Previous FY State grant funds carryover		5,000.00		(4,367.76)	632.24		632.24	632.24	0.00
MI Pension Grant		0.00		624,052.00	624,052.00		624,052.00	624,052.00	0.00
MTF Allocation	546	7,100,000.00		250,000.00	7,350,000.00		7,350,000.00	7,430,283.58	-80,283.58
MTF Snow Funds & Engineering Reimbursement	546	60,000.00	12,191.40		72,191.40		72,191.40	72,191.40	0.00
<b>Total State Grants</b>		<b>7,165,000.00</b>	<b>252,191.40</b>	<b>654,684.24</b>	<b>8,071,875.64</b>		<b>8,071,875.64</b>	<b>8,152,159.22</b>	<b>-80,283.58</b>
<b>Contributions from Local Units - Township Cont.</b>	<b>580</b>	<b>700,000.00</b>		<b>121,586.09</b>	<b>821,586.09</b>		<b>821,586.09</b>	<b>824,107.38</b>	<b>-2,521.29</b>
<b>Charges for Services:</b>									
Trunkline Maintenance	627	1,900,000.00		261,000.00	2,161,000.00		2,161,000.00	2,162,011.03	-1,011.03
Trunkline Non-Maintenance (TWA)	628	20,000.00	575,000.00	79,222.89	674,222.89		674,222.89	674,222.89	0.00
Trunkline Maintenance Audit Adjustment	627-01	115,310.00			115,310.00		115,310.00	115,310.00	0.00
R.O.W. Permits	476	1,200.00		150.00	1,350.00		1,350.00	1,350.00	0.00
Transportation Permits	477	18,000.00		280.00	18,280.00		18,280.00	18,280.00	0.00
<b>Total Charges for Services</b>		<b>2,054,510.00</b>	<b>575,000.00</b>	<b>340,652.89</b>	<b>2,970,162.89</b>		<b>2,970,162.89</b>	<b>2,971,173.92</b>	<b>-1,011.03</b>
<b>Interest Earned</b>	<b>665</b>	<b>7,000.00</b>	<b>25,000.00</b>	<b>11,000.00</b>	<b>43,000.00</b>		<b>43,000.00</b>	<b>43,191.16</b>	<b>-191.16</b>
<b>Other Revenue:</b>									
Contribution/donation-Private sources	674	0.00	81,490.25	(81,490.25)	0.00		0.00	0.00	0.00
Reimbursements - Non-Road Services	676	59,174.00		38,372.11	97,546.11		97,546.11	96,659.61	886.50
Scrap & Salvage Sales	677	10,000.00	(5,000.00)	(301.92)	4,698.08		4,698.08	4,698.08	0.00
Gain/Loss on Equipment Disposal	673	826.00			826.00		826.00	826.00	0.00
<b>Total Other Revenue</b>		<b>70,000.00</b>	<b>76,490.25</b>	<b>(43,420.06)</b>	<b>103,070.19</b>		<b>103,070.19</b>	<b>102,183.69</b>	<b>886.50</b>
<b>Total Revenue</b>		<b>12,436,510.00</b>	<b>(290,318.35)</b>	<b>1,295,488.53</b>	<b>13,441,680.18</b>		<b>13,441,680.18</b>	<b>13,524,800.74</b>	<b>-83,120.56</b>

**FY 2023 Budget FINAL w/line item transfers Approved 3/12/2024**

<b>Expenditures</b>											
		Proposed 2023 Budget	Approved 5/23/23 Amendment #1	APPROVED 9/28/23 Amendment #2	Approved Amended Budget	Prorated Dist. Expense	2023 Final Budget (w/FB & OH dist.)	2023 Actual Expenditures	Variance	Prop. Line Item xfer per Gen. App. Act	Final Budget
<b>Primary Preservation &amp; Structural Improvements</b>	<b>459-460</b>										
<b>410-Bridge-Postponed</b>		1,318,000.00	(1,280,000.00)	(9,286.60)	28,713.40		28,713.40	29,221.68			
420 & 426 pavement markings 213709		60,000.00		(60,000.00)	0.00		0.00				
By-Pass Truck Route Signs 213712		80,000.00		(80,000.00)	0.00		0.00				
CR 430 215213		1,094,000.00		121,355.84	1,215,355.84		1,215,355.84	1,249,634.63			
CR 432 West		595,000.00		92,687.79	687,687.79		687,687.79	708,803.40			
CR 525/416 215113		512,000.00		(563.03)	511,436.97		511,436.97	528,508.06			
CR 533 Bridge-FY2022 Carryover		1,000.00	4,702.00	5,447.90	11,149.90		11,149.90	11,347.27			
CR 535 205825-FY2022 Carryover		185,000.00	(184,680.00)		320.00		320.00	325.66			
Other heavy primary work		450,000.00		(324,861.63)	125,138.37		125,138.37	144,609.02			
Future Design Engineering		20,000.00		(5,090.12)	14,909.88		14,909.88	16,134.33			
<b>Total Primary Preservation/Structural Imp.</b>		<b>4,315,000.00</b>	<b>(1,459,978.00)</b>	<b>(260,309.85)</b>	<b>2,594,712.15</b>	<b>93,876.02</b>	<b>2,688,588.17</b>	<b>2,688,584.05</b>	<b>4.12</b>	<b>(4.12)</b>	<b>2,688,584.05</b>
<b>Primary Routine &amp; Prev. Maintenance</b>	<b>467-468</b>	<b>1,200,000.00</b>	<b>300,000.00</b>	<b>687,000.00</b>	<b>2,187,000.00</b>	<b>321,294.08</b>	<b>2,508,294.08</b>	<b>2,506,914.28</b>	<b>1,379.80</b>	<b>(1,379.80)</b>	<b>2,506,914.28</b>
<b>Local Preservation/Structural Improvements</b>	<b>489-490</b>										
Future Projects Design Engineering**		2,000.00		(2,000.00)	0.00		0.00	0.00			
Other Local Preservation/Structural Improvements		98,000.00		94,746.20	192,746.20		192,746.20	223,352.15			
<b>Total Local Preservation/Structural Improvements</b>		<b>100,000.00</b>	<b>0.00</b>	<b>92,746.20</b>	<b>192,746.20</b>	<b>30,607.29</b>	<b>223,353.49</b>	<b>223,352.15</b>	<b>1.34</b>	<b>(1.34)</b>	<b>223,352.15</b>
<b>Local Routine &amp; Preventative Maintenance</b>	<b>497-498</b>	<b>1,600,000.00</b>	<b>0.00</b>	<b>446,000.00</b>	<b>2,046,000.00</b>	<b>360,479.39</b>	<b>2,406,479.39</b>	<b>2,410,739.51</b>	<b>(4,260.12)</b>	<b>4,260.12</b>	<b>2,410,739.51</b>
<b>Net Equipment Expense:</b>											
Direct Equipment Expense	510	800,000.00		(20,000.00)	780,000.00		780,000.00	1,028,669.25			
Depreciation Expense - Road Equipment	690-139	780,000.00		50,000.00	830,000.00		830,000.00	825,595.27			
Indirect Equipment Expense	511	450,000.00		32,000.00	482,000.00		482,000.00	537,537.93			
Depreciation Exp. - Shop Equip & Bldg./Fixt.	137/141	220,000.00			220,000.00		220,000.00	218,910.59			
Operating Equipment Expense	512	350,000.00		13,000.00	363,000.00		363,000.00	353,812.17			
Less: Equipment Rentals	670	(2,000,000.00)		(2,961.49)	(2,002,961.49)		(2,002,961.49)	(2,002,961.49)			
<b>Total Net Equipment Expense</b>		<b>600,000.00</b>	<b>0.00</b>	<b>72,038.51</b>	<b>672,038.51</b>	<b>318,467.08</b>	<b>990,505.59</b>	<b>961,563.72</b>	<b>28,941.87</b>	<b>(21,252.00)</b>	<b>969,253.59</b>
<b>Distributive Expense</b>											
Fringe Benefits (+ Fringe Recovered added in)	513	1,800,000.00		(15,000.00)	1,785,000.00						
Fringe Benefits (Additional MERS funding)	513	200,000.00			200,000.00						
Less: Fringe Benefits Recovered	513	(700,000.00)		142,000.00	(558,000.00)						
Other Distributive	514	80,000.00	70,000.00	(17,000.00)	133,000.00						
<b>Total Distributive Expense</b>		<b>1,380,000.00</b>	<b>70,000.00</b>	<b>110,000.00</b>	<b>1,560,000.00</b>	<b>(1,560,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Administrative Expense:</b>											
Administrative Expense	515	600,000.00	200,000.00	(200,000.00)	600,000.00		600,000.00	1,018,933.50			
Less: STLM Overhead Recovered	629	(200,000.00)	(86,000.00)	(49,000.00)	(335,000.00)		(335,000.00)	(335,652.85)			
Less: Overhead Recovered	630	(5,000.00)		(7,500.00)	(12,500.00)		(12,500.00)	(12,563.69)			
<b>Total Net Administrative Expense</b>		<b>395,000.00</b>	<b>114,000.00</b>	<b>(256,500.00)</b>	<b>252,500.00</b>	<b>435,276.14</b>	<b>687,776.14</b>	<b>670,716.96</b>	<b>17,059.18</b>	<b>(17,059.18)</b>	<b>670,716.96</b>

**FY 2023 Budget FINAL w/line item transfers Approved 3/12/2024**

<b>Expenditures</b>											
		Proposed 2023 Budget	Approved 5/23/23 Amendment #1	APPROVED 9/28/23 Amendment #2	Approved Amended Budget	Prorated Dist. Expense	2023 Final Budget (w/FB & OH dist.)	2023 Actual Expenditures	Variance	Prop. Line Item xfer per Gen. App. Act	Final Budget
State Trunkline Maintenance	517	1,900,000.00		262,000.00	2,162,000.00		2,162,000.00	2,162,011.03	(11.03)	11.03	2,162,011.03
State Trunkline Non-Maintenance	518	20,000.00	575,000.00	80,000.00	675,000.00		675,000.00	674,222.89	777.11	(777.11)	674,222.89
Non-Road Project Expense	519	0.00			0.00		0.00	0.00	0.00	0.00	0.00
Non-Road Expenditures	521	80,000.00	(40,000.00)	682,000.00	722,000.00		722,000.00	721,403.91	596.09	(596.09)	721,403.91
<b>Net Capital Outlay Expense:</b>	<b>970</b>										
Capital Outlay Expense		500,000.00	60,000.00		560,000.00		560,000.00	594,122.29			
Less: Depreciation		(1,000,000.00)		(114,000.00)	(1,114,000.00)		(1,114,000.00)	(1,114,301.19)			
Less: Equipment Retirements		0.00			0.00		0.00				
<b>Total Net Capital Outlay Expense</b>		<b>(500,000.00)</b>	<b>60,000.00</b>	<b>(114,000.00)</b>	<b>(554,000.00)</b>		<b>(554,000.00)</b>	<b>(520,178.90)</b>	<b>(33,821.10)</b>	<b>33,821.10</b>	<b>(520,178.90)</b>
<b>Debt Service:</b>											
Bond Principal	991	295,000.00			295,000.00		295,000.00	295,000.00			
LTD Principal				58,812.61	58,812.61		58,812.61	58,812.61			
Bond Interest	995	35,825.45			35,825.45		35,825.45	35,825.45			
LTD Interest							0.00	2,977.39			
<b>Total Debt Service</b>		<b>330,825.45</b>	<b>0.00</b>	<b>58,812.61</b>	<b>389,638.06</b>		<b>389,638.06</b>	<b>392,615.45</b>	<b>(2,977.39)</b>	<b>2,977.39</b>	<b>392,615.45</b>
<b>Total Expenditures</b>		<b>11,420,825.45</b>	<b>(380,978.00)</b>	<b>1,859,787.47</b>	<b>12,899,634.92</b>		<b>12,899,634.92</b>	<b>12,891,945.05</b>	<b>7,689.87</b>	<b>0.00</b>	<b>12,899,634.92</b>
<b>Budgeted Net Revenues (Expenditures)</b>		<b>1,015,684.55</b>			<b>542,045.26</b>		<b>542,045.26</b>	<b>632,855.69</b>			
<b>Accumulated Fund Balance From Prior Years</b>		<b>5,283,995.64</b>			<b>5,471,982.97</b>		<b>5,471,982.97</b>	<b>5,471,981.97</b>			
		(Estimated)			(Actual)		(Actual)	(Actual)			
<b>Projected Fund Balance at Budget Year-End</b>		<b>6,299,680.19</b>			<b>6,014,028.23</b>		<b>6,014,028.23</b>	<b>6,104,837.66</b>			