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Sanilac County Road Commission
April 25, 2013

A special meeting of the Board of County Road Commissioners of Sanilac County, Michigan was called to order at 9:00 A.M. by Chairman Ronald Gerstenberger, at the Road Commission Office in Sandusky, Michigan, with Commissioner Ronald Gerstenberger, Commissioner Don Rickett, Jr., and Commissioner Harold Donaghy being present.

Guests: Carol Seifferlein, Sanilac County News, Tom Murray and Charles Stanley, Speaker Township Board and Kirk Dale, Marlette Township Board.

- Additions/Deletions to the Agenda:

- Addition to Appointments for Kirk Dale, Marlette Township Supervisor

- Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to approve the agenda as amended. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Motion by Commissioner Donaghy, seconded by Commissioner Rickett, to approve the minutes of the April 10, 2013, regular meeting as printed. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Bills in the amount of \$157,933.37 covered by voucher #1243 covering accounts payable checks #40900 through #40962 and payroll voucher #1242 in the amount of \$87,232.96 were presented for approval. Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to approve the vouchers as presented. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Reports on Operations were given by the Finance Director, Shop Foreman, Assistant Engineer-Manager and Engineer-Manager.

Tom Murray and Charles Stanley from Speaker Township appeared before the board to discuss a safety issue on a hidden intersection on Townhall Road at M-19 located in Speaker Township. They presented Speaker Township Resolution #2012-9 requesting a "hidden intersection" sign to be installed on the east side of M-19 before Townhall Road, in Speaker Township.

Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to request MDOT to perform a traffic study at the intersection of Townhall Road and M-19 located in Speaker Township. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Kirk Dale, Marlette Township Supervisor, appeared before the board requesting that the Road Commission reconsider changing its cost sharing policy on paving of local roadways. The current cost share policy has the township responsible for 83% and the road commission responsible for 17% of local paving projects. Marlette Township is requesting the Road Commission consider changing the policy back to the Road Commission contributing \$25,000 to local paving projects. With increasing asphalt costs, Mr. Dale is concerned that the townships will not be able to afford the upkeep of locally owned paved roads.

Dale Stolicker, Assistant Engineer-Manager, presented the board with the following 2013 Bituminous Surface Course bid results from April 18, 2013:

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Bid #:	Road:	Location (Length):	Albrecht Sand & Gravel	Astec Asphalt	Ace - Saginaw Asphalt
1	Cass City	M-53 to Hoadley Road (1.00 miles)	\$ 109,897.00	\$ 142,874.00	\$ 150,737.00
2	Snay	Hunt Road to Schock Road (2.00 miles)	\$ 225,274.00	\$ 275,888.00	\$ 278,428.00
3	Stilson	Melvin Road to M-19 (2.51 miles)	\$ 176,835.00	\$ 235,350.00	\$ 224,100.00
4	Bay City Forestville	Polk Road to Ruth Road (2.97 miles)	\$ 264,650.00	\$ 359,329.00	\$ 339,134.00
5	County Farm	Old 51 to M-25 (4.56 miles)	\$ 336,285.00	\$ 410,157.00	\$ 428,382.00
6	Argyle	M-53 to M-19 (8.04 miles)	\$ 552,805.00	\$ 767,410.00	\$ 699,675.00
7	Shephard	M-90 to Galbraith Line Road (2.00 miles)	\$ 152,548.00	\$ 195,900.00	\$ 199,172.00
8	Decker	Downington Road to Deckerville Road (1.01 mile)	\$ 121,420.00	\$ 145,400.00	\$ 164,024.00
9	Decker	Mayville Road to Frenchline Road (1.01 miles)	\$ 69,240.00	\$ 93,768.00	\$ 97,854.00

Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to approve the low bid of Albrecht Sand & Gravel for the 2013 Bituminous Surface Course Bids. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Motion by Commissioner Donaghy, seconded by Commissioner Rickett, to schedule a public hearing for the Reconstruction of Goetze Road from Snay Road to Russell Road in Delaware Township on Wednesday, June 19, 2013 at 9:30 A.M. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Motion by Commissioner Donaghy, seconded by Commissioner Rickett, to advertise for sealed bids for the Reconstruction of Goetze Road from Snay Road to Russell Rd in Delaware Township on Wednesday, May 29, 2013, at 10:00 A.M. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to schedule a public hearing for the Reconstruction of Goetze Road from Deckerville Road to Shabbona Road in Marion and Forester Townships on Wednesday, June 19, 2013 at 10:00 A.M. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

Terri Taylor, Finance Director, presented for board approval the following Capital Asset Policy as recommended by Abraham and Gaffney:

SUBJECT: **CAPITAL ASSET DETERMINATION**

Capital Assets—Equipment items and furnishings with a purchase price greater than \$2,000.00 AND a useful life greater than one(1) year, and ALL COMPUTERS AND COMPUTER RELATED EQUIPMENT, and ALL EQUIPMENT ITEMS (regardless of purchase price or useful life) that have a Schedule C code and rate.

Depreciation—The allocation of the cost of a capital asset over its estimated economic life.

Capital Asset Control, No. 900 - 949—The Capital Asset Control is not a fund because it does not account for available financial resources or governmental obligations. The Capital Asset Control may include a variety of capital assets such as land, land improvements, buildings, equipment, vehicles and infrastructure assets.

It is the policy of the Sanilac County Road Commission to follow generally accepted governmental accounting practices. Governmental GAAP for Michigan County Road Commissions requires that certain types of purchases be capitalized and depreciated, rather than expensed at the time of purchase. It is the purpose of this policy to set the parameters to define when purchases should be expensed and when they should be capitalized and depreciated and to define the necessary record keeping requirements.

All depreciable assets must be entered in the Fixed Asset Log or current computer system Capital Asset Program and the Capital Asset Control. Depreciation expense must be calculated manually or through the monthly program in the current computer system for Schedule C assets and recorded in the operating accounts.

Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to approve the Capital Asset Policy as presented. Yeas: Gerstenberger, Rickett and Donaghy. Nays: None. Motion carried.

At 9:35 A.M., Commissioner Gerstenberger turned the meeting over to Commissioner Rickett.

Terri Taylor, Finance Director, presented for board approval a Letter of Engagement from Abraham and Gaffney to perform the 2013, 2014 and 2015 Road Commission Audits. Motion by Commissioner Donaghy, seconded by Commissioner Rickett, to approve and authorize the Letter of Engagement from Abraham and Gaffney to perform the 2013, 2014 and 2015 Road Commission Audits. Yeas: Rickett and Donaghy. Nays: None. Motion carried.

Robb Falls, Engineer-Manager, recommended to the board that it adopt a Resolution of Support for the Replacement of the Critical Bridges Per the 2013 Critical Bridge Priority List. Motion by Commissioner Donaghy, seconded by Commissioner Rickett, to adopt a Resolution of Support for the Replacement of the Critical Bridges Per the 2013 Critical Bridge Priority List. Yeas: Rickett and Donaghy. Nays: None. Motion carried.

Robb Falls, Engineer-Manager, presented the board with price extensions received from Michigan Cat for a 2013 Cat 160M2T4 AWD and a 2013 160 M2T4 Tandem Drive Motor Grader. The cost of leasing two new machines would remain the same as current lease costs. Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to authorize Robb Falls to enter into a lease agreement with Michigan Cat for one 2013 Cat 160M2T4 AWD Motor Grader at a lease cost of \$3015.00 per month and one 2013 160 M2T4 Tandem Drive Motor Grader at a lease cost of \$2375.00 per month. Yeas: Rickett and Donaghy. Nays: None. Motion carried.

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The following township agreements were presented for approval:

- a. Flynn Township – Brush Spraying by Daltons.
- b. Delaware Township –Brush Spray.
- c. Delaware Township –General Gravel Patch from Holz’s Pit.
- d. Buel Township – General Gravel Patch from Mid Michigan’s Pit.
- e. Speaker Township – General Gravel Patch from Bechtel’s Pit.
- f. Marion Township – General Gravel Patch on Rangeline Road from the Stringer Pit.
- g. Fremont Township – General Gravel Patch from Mid Michigan’s Pit.

Motion by Commissioner Rickett, seconded by Commissioner Donaghy, to approve the above listed agreements as presented. Yeas: Rickett and Donaghy. Nays: None. Motion carried.

Being no further business, the meeting was adjourned at 9:40 A.M.

Ronald Gerstenberger
Chairman

Suzanne Shagena
Board Secretary