

Board of Road Commissioners Meeting
Board Room
July 25, 2018

The Regular Meeting of the Oceana County Board of Road Commissioners was called to order by Chairman Myers in the Board Room at 10:00 AM on Wednesday, July 25, 2018.

The Pledge of Allegiance was recited by all.

Members present: Myers, Gowell, Forbes, Carr, Blohm. Absent: None.

Staff present: Timmer, Griffin, Merten.

Visitors: Robert Wade, Colfax Township Supervisor; Dale Stevenson, Weare Township Supervisor; Andrew Sebolt, Oceana County Commissioner; Bow Wagner, Walkerville Thrives.

TOTAL: 4 visitors.

CITIZEN'S PARTICIPATION

Audience comment pertained to question about durapatching operations and roads closed for detour routes during our chip seal operations. Commissioner Forbes inquired about MDOT closing M-20, East of 132nd Avenue, to replace a large culvert. She was informed that the detour designated while the Gillon Drain tube is being replaced (132nd Avenue/Garfield Road/154th Avenue) would most likely be in effect until the end of August.

Motion by Forbes and supported by Gowell to approve the following Agenda items for discussion.

1. 2017 Audit Report;
2. OPEB (Other Post Employee Benefits).

Roll call vote: Forbes – yes; Gowell - yes; Blohm – yes; Carr – yes; Myers – yes.

Motion carried.

Motion by Forbes and supported by Gowell to approve the Minutes of the July 11, 2018 Regular Board Meeting as presented.

Roll call vote: Forbes – yes; Gowell – yes; Blohm – yes; Carr – yes; Myers – yes.

Motion carried.

The Revenues & Expenditures Report and the Cash Flow Statement were given to the Board Members to review.

Motion by Carr and supported by Blohm to approve the following Vouchers as presented.

Voucher No. 72042 (Accounts Payable)	\$560,978.53
Voucher No. 72043 (Payroll)	<u>\$ 83,358.04</u>
	\$644,336.57

Roll call vote: Carr – yes; Blohm – yes; Forbes – yes; Gowell – yes; Myers – yes.

Motion carried.

At the July 11, 2018 Regular Board Meeting the Board agreed to have our auditor, Jordan Smith, CPA with our auditing firm, Stevens, Kirinovic, and Tucker, PC, discuss our 2017 Act 51 Financial Statements with the managing director, clerk, and finance committee members by conference call. The call took place at 10:00 AM on Tuesday, July 17, 2018 and was very informative. Jordan provided his usual handout to follow along with as he discussed the report in detail.

Commissioner Forbes explained the handout in detail and was delighted to report that our fund balance increased by 23% over our 2016 Act 51 Financial Statements. She explained the revenue, expenditure, and fund balance graphs in detail. Jordan concluded his call by saying there were no problems with the audit and that he was happy working with the office staff again this year.

RESOLUTION NO. 1 – 2017 FINANCIAL STATEMENTS

Motion by Forbes and supported by Carr to accept the 2017 Financial Statements as presented by Jordan Smith, CPA of Stevens, Kirinovic, and Tucker, PC.

Roll call vote: Forbes – yes; Carr – yes; Gowell – yes; Blohm – yes; Myers – yes.

Motion carried.

Mark Timmer, Managing Director, addressed the one “new” comment made by the audit team that addressed “Other Post Employee Benefits” (OPEB) and the new PA-202 of 2017 “Protecting Local Government Retirement & Benefits Act.” PA-202 was created to protect local government retirement and benefits, to provide the powers and duties of certain state/local agencies and officials, and to create a municipal stability board. PA-202 became effective on December 20, 2017 and thusly was required for the 2017 financial statements. Our auditors completed the new required Form 5572 and the Clerk submitted it to Treasury to assure that the Road Commission is in compliance with PA-202.

Mark went on to explain that due to revenue shortfalls, we have not been able to contribute to our OPEB obligation on a regular basis. The Clerk deposited \$25,000 into our account in March and intends to continue on with contributions this year as money allows. Our audit shows that we are underfunded in our “Retiree Medical Plan” and will need to apply for a “Waiver of Underfunded Status” before August 31, 2018 and will need to outline a plan for future contributions to adequately fund our OPEB obligation. Further discussion ensued.

RESOLUTION NO. 2 – OPEB FUNDING

Motion by Forbes and supported by Carr to continue to fund our OPEB obligation on our “underfunded” Retiree Medical Plan on a regular basis, not to exceed an average quarterly amount of \$25,000.00.

Roll call vote: Forbes – yes; Carr – yes; Blohm – yes; Gowell – yes; Myers – yes.

Motion carried.

Monthly Committee Reports

Personnel Committee – no report.

Insurance Committee – no report.

Finance Committee – no report.

Buildings & Grounds – Commissioner Gowell reported that the A/C unit at the Hart Garage is still being worked on.

Community Relations – no report.

Weighmaster Liaison – no report.

Parks & Recreation Liaison – Commissioner Blohm reported that they are going to pursue installing new steps to access Lake Michigan on County property at Cedar Point Park. He added that Pete Lundborg spoke very highly of our men and the help they provided installing new signs at/near various parks around the County.

STAFF REPORTS

Mark reported that the chip seal operations began this past Monday, July 23, 2018 on the East side of the County (192nd Avenue from M-20 to North of Scout Road – Pierce Road from 132nd Avenue to West of 144th Avenue – 136th Avenue from Tyler Road to Polk Road – 186th Avenue from Madison Road to Jefferson Road). This operation is using about 90% of our work force with the remaining men blading various Township roads in preparation for a second brining. Summer help have been busy with the hot boxes and durapatchers throughout the County as well as flagging for project work. The engineering group is still working on the culvert and sign inventory reporting as well as staking out various road projects. The following roads have been paved or have had a base coat put down since our last meeting.

Claybanks Township – Scenic/Webster intersection (~one mile)

Baker Road, between 80th Avenue and 88th Avenue in Shelby Township, has been trenched in preparation for their crush/shape and repave project. Several paving/overlay projects are finished and the Townships have been billed. The top course on 132nd Avenue (between M-20 and Pierce Road) and Fillmore Road (between 200th Avenue and Newaygo County) will be done when Rieth-Riley can fit it into their schedule. Work on the expressway between Hart and Shelby is coming along nicely.

There was no further business to come before the Board. The Meeting was adjourned at 10:39 AM.

Respectfully submitted,

SANDRA K. GRIFFIN
Clerk

WILLIAM MYERS
Chairman

AUGUST 8, 2018

DATE