

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY ROAD COMMISSION**

November 30, 2022

The Board of County Road Commissioners of the County of Alpena met in a workshop meeting on the above date for the purpose of discussing the 2023 draft budget. The meeting was called to order by the Chairman, Tom Spaulding, at 1:00 p.m.

ROLL CALL

Present: Commissioners Spaulding, Lucas, and MacArthur.

Absent: None.

Staff present: Ryan Brege, Managing Director; Julie Patterson, Finance Director/Board Secretary; Curt Gonyea, Superintendent; Glenn McConnell, Operations Administrator; John Bygden, Foreman; C.J. Wise, Foreman; Jake Heltlsey, Engineering Technician; Timmy Beaudoin, Chief Mechanic; and Irma McDonald, Payroll/Accounts Payable Clerk.

AGENDA

Moved by Lucas, seconded by MacArthur, to adopt the agenda as presented. Motion carried unanimously.

2023 BUDGET WORKSHOP

Managing Director Ryan Brege informed the Board of the additional staff present at the meeting. John Bygden had replaced the Foreman who retired in April of 2022 and C.J. Wise will be training in that office for a future Foreman position. Curt Gonyea and Glenn McConnell have stated that they may not be present for the next budget process. Bygden and Wise were truck drivers brought up from the crew. Mr. Brege also informed the Board that four truck drivers have been hired to fill those vacancies as well as the two truck driver retirees.

The first draft of the proposed budget for 2023 was presented to the Board and included a net deficit of \$ 788,217. The draft budget presented would leave a fund balance of approximately \$2.9 million for the year ending December 31, 2023. In 2015, the Board approved a fund balance of \$3 million. Commissioner Spaulding commented that the Road Commission fund balance should stay between \$2.7 million and \$3 million. Commissioners Lucas and MacArthur agreed to keeping the fund balance at that level.

Managing Director Ryan Brege reviewed the notes highlighting the revenues and expenditures and answered questions raised by the Board. Questions were asked regarding the purchase of used equipment. Currently, Mr. Brege is authorized to approve purchases of the budgeted used equipment up to 10% over the approved budgeted amount without Board approval. The used equipment policy will be discussed with Road Commission Attorney Dan Florip as to what is the best way for the Road Commission to purchase used equipment without a bidding process.

The draft budget will continue to be reviewed by Mr. Brege and Finance Director Julie Patterson as the year progresses. The final

budget will be submitted to the Board for their review/approval at a subsequent meeting.

PURCHASES

Moved by MacArthur, seconded by Lucas, to approve the following purchases in the amount of \$118,132.21:

6A. PURCHASES

Item	PO/Inv.	Date	Description	Amount
1	52	11/7/22	Alpena Oil Company, 2,600 gallons nolead gas at \$2.829 per gallon.	\$7,355.40
2	53	11/22/22	Alpena Oil Company, 12,000 gallons diesel fuel (winter blend) at \$3.799 per gallon.	\$45,588.00
3	CRA0008331	11/1/22	County Road Association Self-Insurance Fund (CRASIF), third quarter premium for Workers Compensation.	\$12,784.00
4	01R7992	10/21/22	Grand Traverse Diesel Service Inc., replace clutch, water pump, and transmission computer unit for Truck #095.	\$6,276.13
5	21448	9/28/22	K&K Systems Inc., Solar powered, 15 Lamp LED Arrow Board (replaced the one damaged in accident)	\$5,680.29
6	2022-11200	10/31/22	Jack Millikin, Inc., 1,050 tons of 2NS Sand at \$5.00 per ton.	\$5,250.00
7	591-11057893	11/1/22	Michigan Department of Transportation, capital equipment advance for 2022.	\$10,255.00
8	150001416	11/10/22	Pomp's Tire, Eight (8) 12R22.5/16 tires at \$507.85 per tire for Truck #058.	\$4,062.80
9	861620	10/28/22	Team Elmer's, 760.01 tons 23A gravel at \$11.30 per ton for tailgate spread for Township Road projects.	\$8,588.11
10	861776	11/4/22	Team Elmer's, 859.74 tons 23A gravel at \$11.30 per ton for tailgate spread for Township Road projects.	\$9,715.06
11	170013S	11/23/22	Zaremba Equipment Inc., Drive fan Clutch for Truck #92.	\$2,577.42
TOTAL PURCHASES				\$118,132.21

Motion carried unanimously.

CONTRACT PAYMENTS

Moved by Lucas, seconded by MacArthur, to approve the following contract payments in the amount of \$300,243.14:

Item	PO/Inv	Date	Description	Amount
1	11/14/2202	11/6/22	Michigan Department of Transportation: Contract payment #14 for Bagley Street Bridge	\$300,243.14
TOTAL CONTRACT PAYMENTS				\$300,243.14

Motion carried unanimously.

NOVEMBER BILLS

Moved by MacArthur, seconded by Lucas, to approve the November 2022 bills in the amount of \$695,451.25. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 1:55 p.m.

Thomas Spaulding, Chairman

Julia G. Patterson,
Board Secretary