

**SPECIAL MEETING  
DICKINSON COUNTY ROAD COMMISSION  
THURSDAY, DECEMBER 21, 2023**

**NOT APPROVED**

A Special Meeting of the Dickinson County Road Commission was held on Thursday, December 21, 2023, at 5:00 P.M. at the Road Commission office located at 1107 S. Milwaukee Ave., Iron Mountain, MI 49801.

The meeting was called to order by Chairman Carey and the Pledge of Allegiance was recited.

**PRESENT:** Commissioner Carey, Commissioner Bilski, Commissioner Olson, Commissioner Johnson and Commissioner Brisson

**ABSENT:** None

Also present: Jim Harris, Managing Director; Missy Berger, Director of Finance; Todd Donaldson, Superintendent of Roads; Denny Olson, Breitung Township Supervisor and Guy Livermore, Dickinson County Road Commission.

**CITIZEN'S TIME:** None

**A. CONDUCT A PUBLIC HEARING FOR THE 2024 BUDGETS:**

A motion was made by Commissioner Bilski and supported by Commissioner Johnson to enter into a Public Hearing for the 2024 Proposed Budgets. Roll Call Vote: Commissioner Olson – aye, Commissioner Bilski – aye, Commissioner Brisson – aye, Commissioner Johnson – aye and Chairman Carey – aye. The motion was carried, and the meeting went into a Public Hearing at 5:01 P.M.

Chairman Carey then asked if there were any questions or comments from the audience. Being none, Director of Finance Berger detailed key components of the proposed 2024 Budgets. A motion was made by Commissioner Bilski and supported by Commissioner Johnson to enter back into Regular Session. Roll Call Vote: Commissioner Brisson – aye, Commissioner Olson – aye, Commissioner Johnson – aye, Commissioner Bilski – aye and Chairman Carey – aye. The motion was carried and exited out of the Public Hearing at 5:37 P.M.

**B. Citizens Time:** None

**2023 APPROPRIATION ACT:** A motion was made by Commissioner Brisson and supported by Commissioner Bilski to adopt the Program and Cash Budgets as presented. Roll Call Vote: Commissioner Johnson – aye, Commissioner Brisson – aye, Commissioner Olson – aye, Commissioner Bilski – aye, and Chairman Carey – aye. The motion carried.

PROGRAM HISTORICAL  
DICKINSON COUNTY ROAD COMMISSION  
2024 REVENUE BUDGET

	2022 ACTUAL	2023 After Amend #1	2024 ESTIMATED
MTF - Engineering	10,000	10,000	10,000
MTF - Primary Roads	3,852,827	3,710,600	3,787,600
MTF - Primary Urban	328,123	328,200	334,200
MTF - Local Roads	1,265,462	1,312,800	1,336,800
MTF - Local Urban	118,216	109,400	111,400
MTF - Snow Removal	25,100	20,000	20,999
<b>Total Michigan Transportation Funds</b>	<b>8,388,830</b>	<b>5,500,000</b>	<b>5,600,000</b>
High Priority Funding	0	0	0
STP	148,442		0
Forest Acre Funds	122,895	122,895	122,895
D Funds	40,000		
Other Contributions (EGLE & TECH)	111,726	897,626	67,463
Federal Aid Buyout	237,760	448,202	448,883
Urban Funding	0		
TEO F	375,000		
AID	0		
Safety	0		
Critical Bridge	1,086,200	93,626	1,900,000
State Funded - Force		29,521	
HRRR	494,820		
ARPA Funds - County & Township	200,000	487,989	
Primary Roads - Township Match		12,000	200,000
Final Acct. - Prior Years	523		0
Other State Rev. - Snow Relief/Gen Fund/Audit		0	20,000
<b>Other State and Federal Funds</b>	<b>2,788,366</b>	<b>2,090,068</b>	<b>2,757,241</b>
Countywide Millage Proceeds	248,733	258,603	250,000
Local Stabilization Fund	120,458	127,734	125,000
County Board			
Permitting Fees	2,160	2,000	2,000
State Trunkline Maintenance Revenue	1,181,096	938,837	1,001,000
State Non Maintenance Revenue	10,915	165,474	50,000
Township Contributions	280,884	1,007,872	
City/Village Contributions			
Other Contributions - Gus Newberry Trust	58,118	50,000	50,000
MI Pension Grant		1,276,803	
Abandonments			
Scrap and Salvage Sales	15,350	3,000	2,500
Timber Sales			
Interest Earned	20,611	8,000	15,000
Refunds and Rebates	985		
Proceeds Borrowing or Leases		948,040	218,000
Commission Audit		50,000	
Sale of Fixed Assets			
Trade In Allowance		0	0
Gain on Disposals	70,426		0
Contributions From Other Government		0	0
Charges For Services - Prior Years	0	0	0
Heavy Maint. Services - Other Government	0	0	
<b>Subtotal</b>	<b>2,018,226</b>	<b>4,832,483</b>	<b>1,721,600</b>
<b>TOTAL REVENUES</b>	<b>10,214,422</b>	<b>12,472,531</b>	<b>10,878,741</b>

**PROGRAM HISTORICAL  
DICKINSON COUNTY ROAD COMMISSION  
2024 EXPENDITURE BUDGET**

	2022 ACTUAL	2023 BUDGETED After Amendment #1	2024 ESTIMATED
Primary Road - Construction	1,879,051	2,796,642	1,450,000
Primary Road - Maintenance	1,154,095	1,250,000	1,300,000
<b>Total Primary Roads</b>	<b>3,033,146</b>	<b>4,046,642</b>	<b>2,750,000</b>
Local Road - Heavy Maintenance	856,498	1,606,917	0
Local Road - Maintenance	1,742,949	1,710,000	1,615,500
<b>Total Local Roads</b>	<b>2,399,447</b>	<b>3,316,917</b>	<b>1,615,500</b>
Primary Structures - Heavy Maintenance	1,203,174	157,202	2,000,000
Primary Structures - Maintenance	6,600	5,416	1,000
<b>Total Primary Structures</b>	<b>1,209,774</b>	<b>162,618</b>	<b>2,001,000</b>
Local Structures - Heavy Maintenance	429,194	907	0
Local Structures - Maintenance	4,625	4,085	1,000
<b>Total Local Structures</b>	<b>433,819</b>	<b>4,992</b>	<b>1,000</b>
Non Motorized	0	207,315	200,000
State Trunkline Maintenance	1,088,700	938,937	1,001,000
State Trunkline Non Maintenance	10,815	164,727	50,000
<b>Total State Trunkline</b>	<b>1,099,515</b>	<b>1,103,664</b>	<b>1,051,000</b>
Equipment Expense - Direct	4,077,772	990,000	1,000,000
Equipment Expense - Indirect	515,610	500,000	500,000
Equipment Expense - Operating	412,906	410,000	400,000
Less: Equipment Rentals	(2,259,554)	(2,000,000)	(2,500,000)
<b>Net Equipment Expense</b>	<b>(252,266)</b>	<b>(100,000)</b>	<b>(600,000)</b>
Interest Expense	16,578	19,400	51,825
Long Term Debt Payment	208,834	245,552	309,517
<b>Total Debt Service</b>	<b>225,412</b>	<b>264,952</b>	<b>361,342</b>
Distributive Expense	2,319,336	2,443,637	2,432,176
Administrative Expense	315,378	250,000	275,000
Less: Handling			
Less: Overhead	(112,730)	(90,000)	(90,000)
Less: Purchase Discounts	0	0	0
<b>Net Administrative Expense</b>	<b>202,648</b>	<b>160,000</b>	<b>185,000</b>
Capital Outlay	160,254	984,108	227,000
Less: Depreciation	(447,433)	(330,000)	(400,000)
Less: Equipment Retirements			
<b>Net Capital Outlay</b>	<b>(287,179)</b>	<b>654,108</b>	<b>(173,000)</b>
Building Fund	0	60,000	60,000
M Pension Grant		1,278,803	
<b>TOTAL EXPENDITURES</b>	<b>10,385,050</b>	<b>13,580,648</b>	<b>9,878,118</b>
<b>NET EXCESS REVENUE OVER (UNDER)</b>	<b>(150,628)</b>	<b>(1,158,117)</b>	<b>201,623</b>
<b>AVAILABLE OPERATING FUNDS</b>	<b>3,193,384</b>	<b>2,036,267</b>	<b>2,235,890</b>

DICKINSON COUNTY ROAD COMMISSION  
2014 PROPOSED CASH FLOW REVENUE BUDGET

REVENUE - CASH	ORIGINAL BUDGET	AMENDED	REVISED BUDGET
MTF - Engineering	10,000	0	10,000
MTF - Primary Assets	3,723,000	0	3,723,000
MTF - Primary Labor	328,500	0	328,500
MTF - Local Roads	1,314,000	0	1,314,000
MTF - Local Urban	109,500	0	109,500
MTF - Snow Removal	20,000	0	20,000
<b>Total Michigan Transportation Funds</b>	<b>5,508,000</b>	<b>0</b>	<b>5,508,000</b>
Forest Act Funds	122,885	0	122,885
541 Federal Aid	448,885	0	448,885
Soybean Grant	20,000	0	20,000
Primary Heavy Maintenance	200,000	0	200,000
	0	0	0
<b>Other Federal / State Funds</b>	<b>789,770</b>	<b>0</b>	<b>789,770</b>
State Trunkline Maintenance Revenue	1,001,000	0	1,001,000
State Trunkline Non Maintenance Revenue	50,000	0	50,000
<b>Subtotal</b>	<b>1,051,000</b>	<b>0</b>	<b>1,051,000</b>
Contributions From Other Government	0	0	0
Countywide Millage Proceeds	250,000	0	250,000
Local Stabilization Tax	125,000	0	125,000
Other Contributions	0	0	0
Gus Newberg	80,000	0	80,000
Salvage Sales	2,500	0	2,500
Permitting Fees	2,000	0	2,000
Interest Earned	15,000	0	15,000
Proceeds from Buying or Leasing	215,000	0	215,000
Gain on Sale of Equipment	0	0	0
Equipment or Property Sales	0	0	0
Sale of Fixed Assets	0	0	0
<b>Subtotal</b>	<b>670,500</b>	<b>0</b>	<b>670,500</b>
Township Contributions - Contracted 2575	0	0	0
Township Contributions	0	0	0
Baker	0	0	0
Breitung	0	0	0
Folch	0	0	0
Norway	0	0	0
Sage	0	0	0
Wassenaar	0	0	0
West Branch	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
Commission Audit	0	0	0
Advances - Primary Government	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-REVENUE - CASH</b>			
A/R State FOY MTF	800,000	0	800,000
A/R State Other	0	0	0
A/R Township Agreements	0	0	0
State Trunkline Equipment Advance	0	0	0
State Trunkline Maintenance Advance	0	0	0
Group Insurance & Distribution Expense	124,398	0	124,398
Compensation Insurance	0	0	0
Retirement	0	0	0
Administrative Expense	0	0	0
Miscellaneous Receipts	1,000	0	1,000
Liability Insurance	0	0	0
Refunds & Rescues	0	0	0
Due From Cities	0	0	0
Proceeds from Buying or Leasing	0	0	0
	0	0	0
<b>TOTAL NON-REVENUE CASH</b>	<b>925,398</b>	<b>0</b>	<b>925,398</b>
<b>TOTAL REVENUE CASH</b>	<b>8,941,274</b>	<b>0</b>	<b>8,941,274</b>
<b>Sub Total</b>	<b>8,941,274</b>	<b>0</b>	<b>8,941,274</b>
Beginning of Year Cash Balance	784,000	0	784,000
Less: Accounts Payable	(200,000)	0	(200,000)
Less: Accrued Wages	(50,000)	0	(50,000)
<b>TOTAL REVENUE/ NON REVENUE CASH</b>	<b>9,485,274</b>	<b>0</b>	<b>9,485,274</b>
<b>NON-REVENUE &amp; CASH REVENUE</b>			
<b>TOTAL</b>			

DICKINSON COUNTY BOARD COMMISSION  
2024 PROPOSED CASH FLOW EXPENDITURE BUDGET

	ORIGINAL BUDGET	AMENDED	REVISED BUDGET
Payroll	2,388,939	0	2,388,939
Distributive Expense - Fringe Benefits	2,657,176	0	2,657,176
Subtotal	5,046,115	0	5,046,115
Equipment Expense - Direct	500,000	0	500,000
Equipment Expense - Indirect	300,000	0	300,000
Equipment Expense - Operating	0	0	0
Subtotal	800,000	0	800,000
Primary Roads			
County Road 581	140,000	0	140,000
Consultants/EGLE Permits	17,500	0	17,500
Countywide / RR Crossing Painting	50,000	0	50,000
Primary Heavy Maintenance	400,000	0	400,000
Subtotal	707,500	0	707,500
Local Road - Heavy Maintenance			0
Township Match			0
Branch	0		0
Brilung	0		0
Felch	0		0
Norway	0		0
Sageola	0		0
Waucaesa	0		0
West Branch	0		0
North County Line Guardrail	14,000		14,000
Subtotal	14,000		14,000
Primary Road - Maintenance	100,000		100,000
Local Road Maintenance	100,000		100,000
Primary Structures - Maintenance	2,500		2,500
Local Structures - Maintenance	2,500	0	2,500
Bridge Projects			
County Road 589	100,000		100,000
Subtotal	305,000	0	305,000
Non Motorized - Sidewalks		0	0
Subtotal	200,000	0	200,000
Inventory - Road Materials	500,000	0	500,000
Inventory - Equipment Parts	700,000	0	700,000
Subtotal	1,200,000	0	1,200,000
State Trunkline Maintenance	90,000	0	90,000
State Trunkline Non-Maintenance	50,000	0	50,000
Accts. Payable Due to State	0	0	0
Administrative Expense	120,000	0	120,000
State Equipment Expense	0	0	0
State Trunkline Maintenance Advances	0	0	0
Long Term Debt Service	305,617	0	305,617
Interest Expense	51,925	0	51,925
Subtotal	618,442	0	618,442
Capita Outlay	227,000	0	227,000
Building Fund	80,000	0	80,000
Subtotal	307,000	0	307,000
Subtotal	0	0	0
<b>TOTAL CASH EXPENDITURES</b>	<b>8,977,957</b>	<b>0</b>	<b>8,977,957</b>
LESS EOY ACCOUNTS PAYABLE	(200,000)	0	(200,000)
LESS EOY ACCRUED WAGES	(50,000)	0	(50,000)
LESS YEAR END CASH BALANCE	758,612		758,612
<b>TOTAL</b>	<b>8,469,347</b>	<b>0</b>	<b>8,469,347</b>

**APPROVE/AMEND AGENDA:** Chairman Carey asked if anyone had any additions or amendments to the agenda, being none, a motion was made by Commissioner Bilski and supported by Commissioner Olson to approve agenda as presented. All ayes, and the motion carried.

**LINE-ITEM TRANSFER AUTHORIZATION:** Director of Finance Berger explained that the Line-Item Transfer allows her to spread Distributive expenses across a variety of accounts for the 2023 Act 51. A motion was made by Commissioner Bilski and supported by Commissioner Olson to authorize the Line-Item Transfer. Roll Call Vote: Commissioner Bilski – aye, Commissioner Johnson – aye, Commissioner Brisson – aye, Commissioner Olson – aye, and Chairman Carey – aye. The motion carried.

**HEALTH INSURANCE EMPLOYEE CONTRIBUTION DISCUSSION:** A motion was made by Commission Brisson and supported by Commissioner Bilski to bring health insurance employee contribution discussion back to the table. Roll Call Vote: Commissioner Brisson – aye, Commissioner Bilski – aye, Commissioner Johnson – aye, Commissioner Olson – aye and Chairman Carey – aye. The motion carried.

A brief discussion ensued regarding the choice between the Hard Cap method versus the 80/20 method. A motion was made by Commissioner Bilski and supported by Commissioner Brisson to institute the 80/20 method for 2024. Roll Call Vote: Commissioner Brisson – aye, Commissioner Olson – aye, Commissioner Bilski – aye, Commissioner Johnson – aye and Chairman Carey – aye. The motion carried.

**COUNTY BOARD LIAISON:** None

**TOWNSHIP COMMENTS:** Denny Olson, Breitung Township Supervisor inquired about 2024 Local Road Projects. Chairman Carey stated that a meeting has been set up with Legislators to discuss funding inadequacies.

**CITIZENS TIME:** None

**COMMISSIONERS PRIVILEGE:** Director of Finance Berger inquired which Commissioners will be attending the February Road Builders meeting.

Managing Director Harris updated the Board on measures being taken to curtail sign thefts.

Commissioner Olson asked about traffic accidents on US2 by Walmart.

A motion was made by Commissioner Bilski supported by Commissioner Olson to adjourn. All ayes, and the motion carried, and the meeting adjourned at 5:55 P.M.

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Jim Carey, Chairman

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Missy Berger, Secretary