



AGENDA
OTSEGO COUNTY BOARD OF ROAD COMMISSIONERS
THURSDAY, DECEMBER 21, 2023, AT 9:00 A.M.

ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

ITEM 2 - ROLL CALL

ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA

ITEM 4 – CONSENT CALENDAR

- A. Minutes: The Board approves the Regular Meeting Minutes dated November 9, 2023.
- B. The Board approves Payroll #22 (\$79,199.71), Payroll #22b (\$15,025.61), Payroll #23 (\$76,657.42), Payroll #24 (\$76,398.75) and Payroll #26 (\$87,216.91).
- C. The Board approves accounts Payable: C/12-1 (\$91,605.03) and C/12-2 (\$2,510,609.97) and the Accounts Payable Check Register dated 11/01/2023 to 11/30/2023.

ITEM 5 – GUEST SPEAKERS

- A. Dana Wingo, Otsego County Board Liaison
- B. Kirk Harrier, Retirement Recognition for Timothy Johnson

ITEM 6 – PUBLIC COMMENT

ITEM 7 – PUBLIC HEARING

- A. Otsego County Road Commission FY 2024 Budget

ITEM 8– OLD BUSINESS/UNFINISHED BUSINESS

- A. NONE

ITEM 9 – NEW BUSINESS

- A. FY 2023 Year-End Budget Amendments (roll call vote)
- B. Resolution No. R23-10 2024 General Appropriations Act (roll call vote)
- C. Equipment Purchase – (2) 2024 Ram 2500
- D. Equipment Purchase – (4) 2025 Western Star 49X
- E. MSP Seasonal Weight Restrictions Road Patrol
- F. 2024 Road Project Discussion with County Engineer (Becky Rivard)

ITEM 10 – STAFF REPORTS

- A. Managing Director, Finance, Facilities/Equipment Supervisor, County Road Foreman

ITEM 11 – COMMUNICATIONS

- A. Upcoming OCRC Board Meeting Dates: Organization/Regular Meeting - January 11, 2024, 9:00 a.m.
- B. CRA Annual Conference & Road Show: March 19-21, 2024, DoubleTree by Hilton Lansing, MI

ITEM 12 – PUBLIC COMMENT

ITEM 13 – COMMISSIONER COMMENT

ITEM 14 – ADJOURNMENT



Otsego County Road Commission Agenda Item Report

FROM: Rebecca Hilmert, Finance Manager
MEETING DATE: December 21, 2023
AGENDA ITEM: 4. A, B, C
SUBJECT: Consent Calendar

DESCRIPTION

The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

If an item is not removed from the Consent Calendar, all items listed are approved by a single Commission action approving the Consent Calendar. The Finance Manager recommends the following items be approved:

- A. Minutes: The Board approves the Regular Meeting Minutes dated November 9, 2023.
- B. The Board approves Payroll: #22 (\$79,199.71), Payroll #22b (\$15,025.61), Payroll #23 (\$76,659.42), Payroll #24 (\$76,398.75), and Payroll #25 (\$87,216.91).
- C. The Board approves accounts Payable: C/12-1 (\$91,605.03) and C/12-2 (\$2,510,609.97); and the Accounts Payable Check Register dated 11/01/2023 to 11/30/2023.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the December 21, 2023, consent calendar as presented.

Accounts Payable Check Register

Low And High Check Date: 11/01/2023 - 11/30/2023
 Show Vendor Codes? (Y/N): N - Do Not Show Vendor Codes
 Show Discount And Pay Amounts? (Y/N): N - Do Not Show Discount And Pay Amounts
 Show Payment Totals By Fund? (Y/N): Y - Show Payment Totals By Fund

Check Nbr	Check Date	Vendor Name	Net Amount
Electronic Funds Transfer Payments			
EFTP	11/09/2023	MERS of Michigan	66,850.73
Electronic Funds Transfer Payments Totals:		1 Payments Listed	66,850.73
Regular Checks Payments			
619520	11/09/2023	AIRGAS USA, LLC	158.96
619521	11/09/2023	Alan Boughner	150.00
619522	11/09/2023	Alerus Financial	2,244.93
619523	11/09/2023	Alexis Alexander	150.00
619524	11/09/2023	Alma Tire Service, Inc.	421.56
619525	11/09/2023	Auto Value of Gaylord	56.48
619526	11/09/2023	Base Sand and Gravel	48,048.00
619527	11/09/2023	Bay Supply Company	166.00
619528	11/09/2023	BBC Distributing	446.69
619529	11/09/2023	Blair Spray Foam Insulation	73,670.00
619530	11/09/2023	Cary Boettner	150.00
619531	11/09/2023	Charter Communications	379.94
619532	11/09/2023	Cintas Corporation #729	1,556.68
619533	11/09/2023	Consumers Energy	1,695.87
619534	11/09/2023	County Road Association	12,733.94
619535	11/09/2023	Dornbos Sign, Inc.	2,284.20
619536	11/09/2023	DTE Energy	442.16
619537	11/09/2023	Earl Kwapis	144.99
619538	11/09/2023	ELMIRA OCCUPATIONAL HEALTH & MEDICINE	100.00
619539	11/09/2023	Federal Fluid Power, Inc.	507.86
619540	11/09/2023	First National Bank of Omaha	3,800.74
619541	11/09/2023	Flint New Holland, Inc.	13,900.00
619542	11/09/2023	Gaylord Collision, Inc.	315.00
619543	11/09/2023	Gaylord Machine & Fabrication, LLC	459.51
619544	11/09/2023	GFL Environmental	335.47
619545	11/09/2023	Gill-Roys Hardware	95.51
619546	11/09/2023	Robert Hendrick	150.00
619547 *	11/09/2023	Huron Engineering and Surveying, Inc.	12,898.75
619548 *	11/09/2023	Huron Engineering and Surveying, Inc.	30,667.50
619549 *	11/09/2023	Huron Engineering and Surveying, Inc.	7,517.00
		* Totals For Multi Part Check Nbr: 619549:	51,083.25
619550	11/09/2023	Hutson, Inc.	6.13
619551	11/09/2023	Exit 76 Corporation	18,490.31
619552	11/09/2023	Johnson Oil Company	555.39
619553	11/09/2023	Lawson Products, Inc.	306.72
619554	11/09/2023	Lewiston Sand & Gravel	3,497.73
619555	11/09/2023	MacAllister Rentals	6,181.25
619556	11/09/2023	Matco Tools	178.30
619557	11/09/2023	Michigan Kenworth, LLC	1,173.16
619558	11/09/2023	NORTHERN PROCESSING, LLC	120.00

Check Nbr	Check Date	Vendor Name	Net Amount
619559	11/09/2023	Northern Energy, Inc.	415.88
619560	11/09/2023	Otsego County Road Commission	751.93
619561	11/09/2023	OMS Compliance Services	0.00
619562	11/09/2023	Taylor Peterson	150.00
619563	11/09/2023	PK CONTRACTING	4,437.00
619564	11/09/2023	PROTECTION ONE/ADT	298.19
619565	11/09/2023	PURITY CYLINDER GASES, INC.	677.01
619566 *	11/09/2023	RIETH-RILEY CONSTRUCTION CO., INC.	4,741.22
619567 *	11/09/2023	RIETH-RILEY CONSTRUCTION CO., INC.	19,334.47
619568 *	11/09/2023	RIETH-RILEY CONSTRUCTION CO., INC.	961.17
		* Totals For Multi Part Check Nbr: 619568:	25,036.86
619569 *	11/09/2023	SCIENTIFIC BRAKE & EQUIP.	746.55
619570 *	11/09/2023	SCIENTIFIC BRAKE & EQUIP.	1,109.51
		* Totals For Multi Part Check Nbr: 619570:	1,856.06
619571	11/09/2023	DENNIS SEWELL	150.00
619572	11/09/2023	Shine Cleaning Service Inc.	5,739.57
619573	11/09/2023	Staples	297.72
619574	11/09/2023	Stoney Hill Farms, LLC	290.00
619575 *	11/09/2023	Stoops Freightliner Western Star	1,610.78
619576 *	11/09/2023	Stoops Freightliner Western Star	1,488.12
		* Totals For Multi Part Check Nbr: 619576:	3,098.90
619577	11/09/2023	TED FESTERLING LLC	302.80
619578 *	11/09/2023	TRUCK & TRAILER SPECIALTIES	14,181.62
619579 *	11/09/2023	TRUCK & TRAILER SPECIALTIES	4,506.33
		* Totals For Multi Part Check Nbr: 619579:	18,687.95
619580	11/09/2023	US Bank Equipment Finance	377.11
619581	11/09/2023	VALLEY TRUCK PARTS, INC.	1,093.75
619582	11/09/2023	VESCO OIL CORPORATION	101.25
619583	11/09/2023	Dave Wcisel	10.00
619584	11/09/2023	Weller Truck Parts	41.33
619585 *	11/09/2023	WILBER AUTOMOTIVE	753.99
619586 *	11/09/2023	WILBER AUTOMOTIVE	(68.89)
		* Totals For Multi Part Check Nbr: 619586:	685.10
619587	11/09/2023	ZAREMBA EQUIPMENT, INC.	998.48

Check Nbr	Check Date	Vendor Name	Net Amount
619588	11/20/2023	The Trophy Case	99.50
Regular Checks Payments Totals:		69 Payments Listed	311,753.12
All Payments Grand Totals:		70 Payments Listed	378,603.85

Payment Totals By Fund:

Fund	Net Amount
201	378,603.85
Grand Totals	378,603.85

UNAPPROVED
MINUTES for the
REGULAR MEETINGS OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, NOVEMBER 9, 2023, AT 9:00 A.M.

ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

- Meeting called to order by Chairman Huff, at 9:00 a.m. and Pledge of Allegiance.

ITEM 2 - ROLL CALL

- Upon roll call, the following Commissioners responded:
Dipzinski, Present
Wagar, Present
Gordon, Present
Heinz, Present
Huff, Present

The following staff members were present: Kirk Harrier, Managing Director; Rebecca Hilmert, Finance Manager/Board Secretary; David Fox, Equipment/Facilities Supervisor; Steve Mench, County Foreman; and Tim Johnson, State Foreman

ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA

- Motion by Gordon to approve the agenda as presented, seconded by Dipzinski. Five ayes, no nays. Motion carried.

ITEM 4 – CONSENT CALENDAR

- A. Minutes: The Board approves the Regular Meeting Minutes dated October 19, 2023, Closed Meeting Minutes dated October 19, 2023, Special Meeting Minutes dated October 24, 2023, and Special Meeting Minutes dated November 1, 2023.
- B. The Board approves Payroll: #20 (\$83,957.93), and Payroll #21 (\$78,068.87).
- C. The Board approves Accounts Payable: C/10-2 (\$346,824.22) and C/11-1 (\$378,552.35), and the Accounts Payable Check Register dated 10/01/2023 to 10/31/2023.
- Motion by Dipzinski to approve the November 9, 2023, Consent Calendar, seconded by Wagar. Five ayes, no nays. Motion carried.

ITEM 5 – GUEST SPEAKERS

- A. Dana Wingo, Otsego County Board, spoke regarding the completion of the budget/finance workshop.

ITEM 6 – PUBLIC COMMENT

- Debra Ferry, Pat King, and Bill Whiskey all spoke on the condition of Five Lakes Road and the schedule of future improvements.

ITEM 7 – OLD BUSINESS/UNFINISHED BUSINESS

- NONE

ITEM 8 – NEW BUSINESS

- A. Resolution #R23-9 Act 51 Compliance
 - a. Motion by Gordon to approve Resolution #R23-9 as presented and authorize the Board Chair to sign MDOT Annual Certification of Employee-related Conditions #2067, seconded by Dipzinski. Discussion. Roll Call vote: Gordon, yes; Dipzinski, yes; Wagar, yes; Heinz, yes; Huff, yes. Five ayes, no nays. Motion carried.
- B. Ad Hoc Advisory Compensation Committee
 - a. Motion by Dipzinski to approve the creation of an Ad Hoc Advisory Compensation Committee as presented and appoint OCRC Board members Huff and Wagar to

serve on the Committee. The Ad Hoc Committee will terminate once a recommendation is presented to the full OCRC Board, seconded by Gordon. Discussion. Roll Call vote: Dipzinski, yes; Gordon, yes; Heinz, yes; Wagar, yes; Huff, yes. Five ayes, no nays. Motion carried.

ITEM 9 – STAFF REPORTS

- A. Managing Director gave an updated the board on the new Operations Manager.
- B. Finance Manager updated the board on MTF revenue and YTD construction project totals.
- C. Facility Supervisor updated the board on winter preparedness and new trucks delivery.
- D. State Foreman updated the board on his retirement.

ITEM 10 – COMMUNICATIONS

- A. Upcoming OCRC Board Meeting Dates: December 21, 2023.

ITEM 11– PUBLIC COMMENT

- Debra Ferry thanked the board for Murner Road construction and inquired about more speed limit signs on Five Lakes Road.

ITEM 12– COMMISSIONER COMMENT

- Commissioner Gordon would like culverts on upcoming 2024 projects inspected.

ITEM 13 – ADJOURNMENT

- Motion by Dipzinski to adjourn meeting at 10:03 a.m., seconded by Gordon. Five ayes, no nays. Motion carried.

Troy Huff, Chairman

Rebecca Hilmert, Board Secretary

Payroll Gross for P/R of 11/2/2023

PR #22

11/1/2023

10/14/2023 to 10/27/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
098 Richards,Grace	80.00	100.00	\$2,090.00
277 Fox,David	80.00	92.00	\$3,401.59
280 Kwapis,Earl	80.00	80.00	\$1,918.40
283 Sewell,Dennis	80.00	80.00	\$1,918.40
284 Kwapis Jr.,Stanley	80.00	80.50	\$1,936.39
287 Myers,Joseph	80.00	80.00	\$1,918.40
293 Samkowiak,Timothy	80.00	81.50	\$1,972.36
294 Mench,Steven	80.00	91.00	\$3,196.08
295 Boughner,Alan	80.00	80.00	\$1,918.40
296 Johnson,Timothy	80.00	80.00	\$2,459.20
299 Hinton,Justin	80.00	80.00	\$1,918.40
303 Coughlin Jr.,Thomas	80.00	80.00	\$1,918.40
307 Stiles,William	80.00	80.00	\$1,918.40
308 Wcisel,David	80.00	80.00	\$1,918.40
311 Wiley,James	80.00	80.00	\$1,918.40
314 Kucharek,Joseph	80.00	80.00	\$2,105.60
316 Jones,Tianne	80.00	80.00	\$2,053.61
317 Mitchell Jr.,Dennis	80.00	80.00	\$1,918.40
318 Huff,Troy	0.00	0.00	\$966.81
319 Prusakiewicz,Luke	80.00	80.00	\$1,918.40
321 Tracey,Benjamin	80.00	80.00	\$2,105.60
323 Falkenhagen,Robert	80.00	81.50	\$1,972.36
324 Dipzinski,Michael	0.00	0.00	\$815.72
326 Heinz,Kathy	0.00	0.00	\$823.58
327 Garlock,Cody	80.00	80.00	\$1,918.40
328 Harrier,Kirk	80.00	80.00	\$3,863.21
329 Gordon,Lukas	0.00	0.00	\$833.41
330 Wagar,Thomas	0.00	0.00	\$831.44
331 Boettner,Cary	80.00	80.00	\$2,025.60
335 Pettis,Charles	80.00	80.00	\$1,753.60
336 Hilmert,Rebecca	80.00	80.00	\$2,308.00
337 Johnson,Zachary	80.00	80.00	\$1,894.40
338 Coady,Patrick	80.00	80.00	\$1,870.40
339 Peterson,Taylor	80.00	80.00	\$1,870.40
341 Parr,Alex	80.00	80.00	\$1,870.40
342 Alexander,Alexis	80.00	80.00	\$1,870.40
343 Hendrick,Robert	80.00	80.00	\$1,977.60
344 Mayle,Michael	80.00	80.00	\$1,870.40
903 BANK,HORIZON	0.00	0.00	\$5,440.75
Total of Employee checks:	2,640.00	2,686.50	\$79,199.71

Gross Pay by Fund:

	Total
201	79,199.71
Total	79,199.71

Approved: November 9, 2023

Troy Huff, Chairman

Payroll Gross for P/R of 11/8/2023

PR #22b

11/6/2023

11/1/2023 to 11/1/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
287 Myers,Joseph	120.00	120.00	\$2,877.60
293 Samkowiak,Timothy	120.00	120.00	\$2,877.60
303 Coughlin Jr.,Thomas	8.00	8.00	\$191.84
307 Stiles,William	32.00	32.00	\$767.36
308 Wcisel,David	61.00	61.00	\$1,462.78
321 Tracey,Benjamin	48.00	48.00	\$1,263.36
323 Falkenhagen,Robert	100.00	100.00	\$2,398.00
331 Boettner,Cary	66.00	66.00	\$1,671.12
335 Pettis,Charles	1.00	1.00	\$21.92
337 Johnson,Zachary	18.00	18.00	\$426.24
903 BANK,HORIZON	0.00	0.00	\$1,067.79
Total of Employee checks:	574.00	574.00	\$15,025.61

Gross Pay by Fund:

	Total
201	15,025.61
Total	15,025.61

Approved: November 9, 2023

Troy Huff, Chairman

Payroll Gross for P/R of 11/16/2023

PR #23

11/14/2023

10/28/2023 to 11/10/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt	
097	Flory, Sean	40.00	43.00	\$801.00
098	Richards, Grace	75.00	80.00	\$1,567.50
277	Fox, David	80.00	91.50	\$3,375.55
280	Kwapis, Earl	79.50	80.00	\$1,979.84
283	Sewell, Dennis	80.00	80.00	\$1,979.84
284	Kwapis Jr., Stanley	80.00	80.00	\$1,979.84
287	Myers, Joseph	79.50	80.00	\$1,979.84
293	Samkowiak, Timothy	80.00	80.00	\$1,979.84
294	Mench, Steven	80.00	86.50	\$2,972.52
295	Boughner, Alan	80.00	80.00	\$1,979.84
296	Johnson, Timothy	80.00	80.00	\$2,459.20
299	Hinton, Justin	80.00	80.00	\$2,036.72
303	Coughlin Jr., Thomas	80.00	80.00	\$1,979.84
307	Stiles, William	77.50	80.00	\$1,979.84
308	Wcisel, David	80.00	80.00	\$1,979.84
311	Wiley, James	80.00	80.00	\$1,979.84
314	Kucharek, Joseph	68.50	80.00	\$2,188.80
316	Jones, Tianne	80.00	80.00	\$2,053.60
317	Mitchell Jr., Dennis	80.00	80.00	\$1,979.84
319	Prusakiewicz, Luke	80.00	80.00	\$1,979.84
321	Tracey, Benjamin	80.00	80.00	\$2,172.80
323	Falkenhagen, Robert	80.00	80.00	\$1,979.84
327	Garlock, Cody	80.00	80.00	\$1,979.84
328	Harrier, Kirk	80.00	80.00	\$3,863.21
331	Boettner, Cary	80.00	80.00	\$2,092.80
335	Pettis, Charles	80.00	80.00	\$1,809.92
336	Hilmert, Rebecca	80.00	80.00	\$2,308.00
337	Johnson, Zachary	80.00	80.00	\$1,975.04
338	Coady, Patrick	80.00	80.00	\$1,970.24
339	Peterson, Taylor	80.00	80.00	\$1,970.24
341	Parr, Alex	80.00	80.00	\$1,970.24
342	Alexander, Alexis	80.00	80.00	\$1,970.24
343	Hendrick, Robert	80.00	80.00	\$2,083.20
344	Mayle, Michael	80.00	80.00	\$1,970.24
903	BANK, HORIZON	0.00	0.00	\$5,328.60
Total of Employee checks:		2,660.00	2,701.00	\$76,657.42

Gross Pay by Fund:

	Total
201	76,657.42
Total	76,657.42

Approved: December 21, 2023

Troy Huff, Chairman

Payroll Gross for P/R of 11/30/2023

PR #24

11/28/2023

11/11/2023 to 11/24/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt	
098	Richards,Grace	58.00	59.00	\$1,130.50
277	Fox,David	80.00	80.00	\$2,776.80
280	Kwapis,Earl	80.00	80.00	\$1,995.20
283	Sewell,Dennis	74.00	80.00	\$1,995.20
284	Kwapis Jr.,Stanley	80.00	80.00	\$1,995.20
287	Myers,Joseph	80.00	80.00	\$1,995.20
293	Samkowiak,Timothy	80.00	80.00	\$1,995.20
294	Mench,Steven	80.00	95.00	\$3,543.84
295	Boughner,Alan	71.00	80.00	\$1,995.20
296	Johnson,Timothy	80.00	84.00	\$2,643.64
299	Hinton,Justin	80.00	89.00	\$2,406.71
303	Coughlin Jr.,Thomas	77.00	80.00	\$1,995.20
307	Stiles,William	80.00	80.00	\$1,995.20
308	Wcisel,David	77.00	80.00	\$1,995.20
311	Wiley,James	60.00	80.00	\$2,007.20
314	Kucharek,Joseph	76.50	80.00	\$2,213.60
316	Jones,Tianne	80.00	80.00	\$2,053.61
317	Mitchell Jr.,Dennis	77.00	80.00	\$1,995.20
319	Prusakiewicz,Luke	80.00	80.00	\$1,995.20
321	Tracey,Benjamin	80.00	80.00	\$2,189.60
323	Falkenhagen,Robert	80.00	80.00	\$1,995.20
327	Garlock,Cody	80.00	80.00	\$1,995.20
328	Harrier,Kirk	80.00	80.00	\$3,863.20
331	Boettner,Cary	80.00	80.00	\$2,109.60
335	Pettis,Charles	80.00	80.00	\$1,824.00
336	Hilmert,Rebecca	80.00	80.00	\$2,308.00
337	Johnson,Zachary	80.00	80.00	\$1,995.20
338	Coady,Patrick	80.00	80.00	\$1,995.20
339	Peterson,Taylor	79.50	80.00	\$1,995.20
341	Parr,Alex	80.00	80.00	\$1,995.20
342	Alexander,Alexis	80.00	80.00	\$1,995.20
343	Hendrick,Robert	80.00	80.00	\$2,109.60
344	Mayle,Michael	80.00	80.00	\$1,995.20
903	BANK,HORIZON	0.00	0.00	\$5,310.05
Total of Employee checks:	2,570.00	2,647.00	\$76,398.75	

Gross Pay by Fund:

	Total
201	76,398.75
Total	76,398.75

Approved: December 21, 2023

Troy Huff, Chairman

Payroll Gross for P/R of 12/14/2023

PR #25

12/12/2023

11/25/2023 to 12/8/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
098 Richards,Grace	40.00	42.00	\$817.00
277 Fox,David	80.00	80.00	\$2,776.80
280 Kwapis,Earl	77.00	80.00	\$1,995.20
283 Sewell,Dennis	48.00	80.00	\$1,995.20
284 Kwapis Jr.,Stanley	64.00	80.00	\$2,023.20
287 Myers,Joseph	55.50	80.00	\$1,995.20
293 Samkowiak,Timothy	80.00	80.00	\$1,995.20
294 Mench,Steven	80.00	104.50	\$4,181.40
295 Boughner,Alan	62.00	80.00	\$1,995.20
296 Johnson,Timothy	80.00	80.00	\$2,459.20
299 Hinton,Justin	80.00	98.00	\$2,837.66
303 Coughlin Jr.,Thomas	61.50	80.00	\$1,995.20
307 Stiles,William	56.50	80.00	\$1,995.20
308 Wcisel,David	61.00	80.00	\$1,995.20
311 Wiley,James	40.00	80.00	\$2,035.20
314 Kucharek,Joseph	70.00	80.00	\$2,205.60
316 Jones,Tianne	80.00	80.00	\$2,053.60
317 Mitchell Jr.,Dennis	60.00	80.00	\$1,995.20
318 Huff,Troy	0.00	0.00	\$1,566.81
319 Prusakiewicz,Luke	65.50	80.00	\$1,995.20
321 Tracey,Benjamin	69.50	80.00	\$2,189.60
323 Falkenhagen,Robert	63.50	80.00	\$1,995.20
324 Dipzinski,Michael	0.00	0.00	\$815.72
326 Heinz,Kathy	0.00	0.00	\$1,323.58
327 Garlock,Cody	64.50	80.00	\$1,995.20
328 Harrier,Kirk	80.00	80.00	\$3,863.20
329 Gordon,Lukas	0.00	0.00	\$1,322.27
330 Wagar,Thomas	0.00	0.00	\$820.96
331 Boettner,Cary	73.00	80.00	\$2,109.60
335 Pettis,Charles	80.00	80.00	\$1,824.00
336 Hilmert,Rebecca	80.00	80.00	\$2,308.00
337 Johnson,Zachary	59.00	80.00	\$1,995.20
338 Coady,Patrick	72.50	80.00	\$1,995.22
339 Peterson,Taylor	53.00	53.50	\$1,674.01
341 Parr,Alex	80.00	86.00	\$2,219.66
342 Alexander,Alexis	73.00	80.00	\$1,995.20
343 Hendrick,Robert	74.50	80.00	\$2,109.60
344 Mayle,Michael	80.00	86.50	\$2,238.37
345 Butkovich,Scott	80.00	90.00	\$3,528.00
903 BANK,HORIZON	0.00	0.00	\$5,985.85

Total of Employee checks:	2,323.50	2,720.50	\$87,216.91
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Gross Pay by Fund:

	Total
201	87,216.91
Total	87,216.91

Approved: December 21, 2023

Troy Huff, Chairman

**Payables Payment List
A/P 12-1**

Account Nbr	Jrnl / Line	Eff Date	Invoice Date	Vendor Code	Invoice Nbr	Type	Check Nbr	Amount
Electronic Funds Transfer Payments								
201-0-202-202-0-0-0	8202.15	12/04/2023	10/30/2023	MERCHANT	1026596i17	PAY	EFTP	1,378.00
201-0-202-202-0-0-0	8202.16	12/04/2023	10/30/2023	MERCHANT	1047106i7	PAY	EFTP	1,484.00
201-0-202-202-0-0-0	8202.17	12/04/2023	10/30/2023	MERCHANT	1047105i7	PAY	EFTP	1,484.00
201-0-202-202-0-0-0	8202.18	12/04/2023	10/24/2023	MERCHANT	1046693i7	PAY	EFTP	1,422.09
201-0-202-202-0-0-0	8202.19	12/04/2023	10/10/2023	MERCHANT	1046214i8	PAY	EFTP	556.47
201-0-202-202-0-0-0	8202.20	12/04/2023	10/30/2023	MERCHANT	1045882i8	PAY	EFTP	1,855.00
201-0-202-202-0-0-0	8202.21	12/04/2023	10/30/2023	MERCHANT	1045516i8	PAY	EFTP	1,837.50
201-0-202-202-0-0-0	8202.22	12/04/2023	10/26/2023	MERCHANT	1046214-D01	PAY	EFTP	330.00
Electronic Funds Transfer Payments Tot: 8 Discounts/Payments Listed...								
JSC:		0.00	PAY:		10,347.06	Total:		10,347.06
Regular Checks Payments								
201-0-202-202-0-0-0	8202.1	12/04/2023	11/16/2023	ALERUS	Batch 288	PAY	619589	1,900.60
201-0-202-202-0-0-0	8202.2	12/04/2023	11/16/2023	ALERUS	Batch 254	PAY	619589	439.09
201-0-202-202-0-0-0	8202.3	12/04/2023	11/30/2023	ALERUS	Batch 290	PAY	619589	1,919.56
201-0-202-202-0-0-0	8202.4	12/04/2023	11/30/2023	ALERUS	Batch 256	PAY	619589	444.66
201-0-202-202-0-0-0	8202.5	12/04/2023	11/07/2023	BCN	23311001097	PAY	619590	45,803.25
201-0-202-202-0-0-0	8202.6	12/04/2023	11/15/2023	CITYOFGA	MCCO-0006E	PAY	619591	54.62
201-0-202-202-0-0-0	8202.7	12/04/2023	11/20/2023	CONSUME	20314400189	PAY	619592	1,605.91
201-0-202-202-0-0-0	8202.8	12/04/2023	11/10/2023	CRASIF	CRA0000880	PAY	619593	5,408.00
201-0-202-202-0-0-0	8202.9	12/04/2023	12/01/2023	DELTADEN	RIS00053123	PAY	619594	3,462.41
201-0-202-202-0-0-0	8202.10	12/04/2023	11/22/2023	DTEENERG	91002084696	PAY	619595	1,364.60
201-0-202-202-0-0-0	8202.11	12/04/2023	11/16/2023	GREATLA	100269003	PAY	619596	41.86
201-0-202-202-0-0-0	8202.12	12/04/2023	10/09/2023	HENNLESP	6942	PAY	619597	371.00
201-0-202-202-0-0-0	8202.13	12/04/2023	11/14/2023	HUMAN	692915174	PAY	619598	12,023.15
201-0-202-202-0-0-0	8202.14	12/04/2023	11/22/2023	JOENEDOW	2023-09	PAY	619599	2,565.00
201-0-202-202-0-0-0	8202.23	12/04/2023	11/16/2023	MUTOMA	00161376584	PAY	619600	2,921.52
201-0-202-202-0-0-0	8202.24	12/04/2023	11/12/2023	OCRC	11/7/23-11/13	PAY	619601	185.05
201-0-202-202-0-0-0	8202.25	12/04/2023	11/19/2023	OCRC	11/14/23-11/2	PAY	619601	360.16
201-0-202-202-0-0-0	8202.26	12/04/2023	11/26/2023	OCRC	11/21/23-11/2	PAY	619601	62.53
201-0-202-202-0-0-0	8202.27	12/04/2023	11/17/2023	STATE-IS	12042023	PAY	619602	325.00
Regular Checks Payments Totals: 19 Discounts/Payments Listed...								
JSC:		0.00	PAY:		81,257.97	Total:		81,257.97
Grand Totals: 27 Discounts/Payments Listed...								
JSC:		0.00	PAY:		91,605.03	Total:		91,605.03

Approved December 21, 2023

Troy Huff, Chairman

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Show Distributions? (Y/N): N - Do Not Show Distributions

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pav
Payment Type: EFTP					
Vendor: MERCHANT: Merchants Fleet					
1026596i18	11/29/2023	Foreman Pickup	1,378.00	0.00	1,378.00
1045516i9	11/29/2023	Flatbed Rental	1,317.43	0.00	1,317.43
1045882i9	11/20/2023	Flatbed Rental	1,174.77	0.00	1,174.77
1047105i8	11/20/2023	Big Horn Rental	939.93	0.00	939.93
1047106i8	11/29/2023	Big Horn Rental	1,484.00	0.00	1,484.00
Vendor Totals:			6,294.13	0.00	6,294.13
Vendor: MERS: MERS of Michigan					
00149968-7	11/30/2023	Retirement	71,155.23	0.00	71,155.23
Vendor Totals:			71,155.23	0.00	71,155.23
EFTP Grand Totals:			77,449.36	0.00	77,449.36
			2 EFTP Vendors		
Payment Type: Checks					
Vendor: ACETEX: Ace-Tex Enterprises. Inc.					
Check Nbr: 619603					
ACE282140	11/10/2023	Shop Rags	1,700.00	0.00	1,700.00
Check Totals:			1,700.00	0.00	1,700.00
Vendor: ACTIONTR: Action Traffic Maintenance Inc.					
Check Nbr: 619604					
1254138	12/18/2023	Guardrail: Gingell Road	4,800.00	0.00	4,800.00
1254139	12/18/2023	Guardrail: W Thumb Lake Road	2,800.00	0.00	2,800.00
Check Totals:			7,600.00	0.00	7,600.00
Vendor: ADVANCEE: Advance Electric					
Check Nbr: 619605					
418465	11/9/2023	Emergency Lights, Battery	140.62	0.00	140.62
Check Totals:			140.62	0.00	140.62
Vendor: AIRGAS: AIRGAS USA, LLC					
Check Nbr: 619606					
5503090923	10/31/2023	Cylinder Rental	14.18	0.00	14.18
5503843143	11/30/2023	Cylinder Rental	14.18	0.00	14.18
Check Totals:			28.36	0.00	28.36
Vendor: ALERUS: Alerus Financial					
Check Nbr: 619607					
Batch 258	12/14/2023	Employer Match 457	609.87	0.00	609.87
Batch 292	12/14/2023	Employer HCSP	1,870.68	0.00	1,870.68
Check Totals:			2,480.55	0.00	2,480.55
Vendor: ATMOBIL: AT&T Mobility					
Check Nbr: 619608					
287318351177X	11/6/2023	Foreman's Phones	146.85	0.00	146.85
Check Totals:			146.85	0.00	146.85
Vendor: AUTOZONE: AutoZone, Inc.					
Check Nbr: 619609					
2278203829	11/15/2023	Oil Absorb.	59.90	0.00	59.90
Check Totals:			59.90	0.00	59.90

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pav
Vendor: BASESAND: Base Sand and Gravel					
Check Nbr: 619610					
17677	12/2/2023	Winter Sand	22,352.00	0.00	22,352.00
Check Totals:			22,352.00	0.00	22,352.00
Vendor: BBCDIST: BBC Distributing					
Check Nbr: 619611					
346741	12/13/2023	Janitor Supplies	229.57	0.00	229.57
Check Totals:			229.57	0.00	229.57
Vendor: BLAIRSPR: Blair Spray Foam Insulation					
Check Nbr: 619612					
0253	11/30/2023	Grouting Culvert	10,989.00	0.00	10,989.00
0254	12/4/2023	Nov. Trailer Rental	1,450.00	0.00	1,450.00
Check Totals:			12,439.00	0.00	12,439.00
Vendor: CHATERCO: Charter Communications					
Check Nbr: 619613					
0054030011201	12/1/2023	Internet/Phone	379.94	0.00	379.94
Check Totals:			379.94	0.00	379.94
Vendor: CHUCKSEL: Chuck's Electric of Gaylord, INC.					
Check Nbr: 619614					
5042	11/16/2023	Boiler System Disconnects	524.00	0.00	524.00
Check Totals:			524.00	0.00	524.00
Vendor: CINTAS: Cintas Corporation #729					
Check Nbr: 619615					
4173870511	11/14/2023	Uniforms/Rugs	130.71	0.00	130.71
4174497233	11/20/2023	Uniforms/Rugs	123.56	0.00	123.56
4175248349	11/28/2023	Uniforms/Rugs	117.50	0.00	117.50
4175987006	12/5/2023	Uniforms/Rugs	117.15	0.00	117.15
4176707978	12/12/2023	Uniforms/Rugs	126.65	0.00	126.65
4177433056	12/19/2023	Uniforms/Rugs	177.93	0.00	177.93
Check Totals:			793.50	0.00	793.50
Vendor: COGITA: Cogitate, Inc.					
Check Nbr: 619616					
74997	12/14/2023	Payroll Software	838.33	0.00	838.33
Check Totals:			838.33	0.00	838.33
Vendor: CONSUME: Consumers Energy					
Check Nbr: 619617					
203766938578	11/30/2023	Traffic Light	46.71	0.00	46.71
Check Totals:			46.71	0.00	46.71
Vendor: DALEDUKE: Dale Dukes & Sons, Inc.					
Check Nbr: 619618					
11102023	11/10/2023	Guardrail Sparr Rd - Black River	25,937.50	0.00	25,937.50
Check Totals:			25,937.50	0.00	25,937.50

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pav
Vendor: DELTADEN: Delta Dental					
Check Nbr: 619619					
RIS0005377773	12/31/2023	Dental Insurance	3,422.84	0.00	3,422.84
Check Totals:			3,422.84	0.00	3,422.84
Vendor: DORNBOS: Dornbos Sign, Inc.					
Check Nbr: 619620					
72861	11/15/2023	Road Name Signs	108.06	0.00	108.06
72922	11/20/2023	Yellow Chevron Signs	889.26	0.00	889.26
73269	12/11/2023	Arrow Sign	42.96	0.00	42.96
Check Totals:			1,040.28	0.00	1,040.28
Vendor: EFWILKIN: E.F. Wilkinson & Sons, Inc					
Check Nbr: 619621					
2023 OCRC N T	11/28/2023	N. Townline Rd	736,412.13	0.00	736,412.13
Check Totals:			736,412.13	0.00	736,412.13
Vendor: ELMIRAHE: ELMIRA OCCUPATIONAL HEALTH & MEDICINE					
Check Nbr: 619622					
00216605-00	12/11/2023	PreEmployment Drug Screen	184.00	0.00	184.00
Check Totals:			184.00	0.00	184.00
Vendor: FEDERALF: Federal Fluid Power, Inc.					
Check Nbr: 619623					
108751	11/15/2023	Fitting/Adaptors	17.04	0.00	17.04
109757	12/7/2023	Steamer Hose	148.06	0.00	148.06
Check Totals:			165.10	0.00	165.10
Vendor: FIRSTB: First National Bank of Omaha					
Check Nbr: 619624					
1408	11/29/2023	D Fox Card	1,016.55	0.00	1,016.55
6348	11/29/2023	T. Johnson Card	392.20	0.00	392.20
8324	11/29/2023	R Hilmert Card	15.31	0.00	15.31
9808	11/29/2023	S. Mench Card	11.62	0.00	11.62
Check Totals:			1,435.68	0.00	1,435.68
Vendor: GFLENVIR: GFL Environmental					
Check Nbr: 619625					
0063778541	11/30/2023	Nov. Trash Removal	145.00	0.00	145.00
0063778572	11/30/2023	Nov. Trash Removal	208.35	0.00	208.35
Check Totals:			353.35	0.00	353.35
Vendor: GFLNA1: GFL Environmental					
Check Nbr: 619626					
LQ02029336	11/30/2023	Waste Water Disposal	1,635.40	0.00	1,635.40
LQ02042335	12/8/2023	Waste Water Disposal	1,477.40	0.00	1,477.40
Check Totals:			3,112.80	0.00	3,112.80
Vendor: GINOPSAL: Ginop Sales, Inc.					
Check Nbr: 619627					
HU80662	11/21/2023	2023 Kubota Tractor	31,577.94	0.00	31,577.94
Check Totals:			31,577.94	0.00	31,577.94

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pav
Vendor: GRANDT: Grand Traverse Mobile Communications					
Check Nbr: 619628					
59674	11/8/2023	Radios	4,673.74	0.00	4,673.74
59749	12/4/2023	Updated Surveillance System	5,332.00	0.00	5,332.00
Check Totals:			10,005.74	0.00	10,005.74
Vendor: GROUP31: Group 31 Supply					
Check Nbr: 619629					
70039	11/22/2023	3M Bristle	84.85	0.00	84.85
Check Totals:			84.85	0.00	84.85
Vendor: HOTSYS: Hotsy of Mid-Michigan					
Check Nbr: 619630					
42190	11/2/2023	Power Shine Plus	369.00	0.00	369.00
Check Totals:			369.00	0.00	369.00
Vendor: HURONENG: Huron Engineering and Surveying, Inc.					
Check Nbr: 619633					
5944	11/6/2023	Beckett Road CE	9,862.00	0.00	9,862.00
5945	11/6/2023	Charboneau Lane CE	253.00	0.00	253.00
5946	11/6/2023	N Townline Rd	14,492.00	0.00	14,492.00
5947	11/6/2023	Theisen Rd CE	17,025.75	0.00	17,025.75
5948	11/6/2023	Murner Rd CE	6,321.25	0.00	6,321.25
5949	11/6/2023	Hallock Rd CE	2,520.50	0.00	2,520.50
5958	11/8/2023	As Needed Engineering	680.00	0.00	680.00
5998	12/5/2023	Beckett Road Engineering	15,916.00	0.00	15,916.00
5999	12/5/2023	N. Townline Rd Engineering	7,666.75	0.00	7,666.75
6000	12/5/2023	Theisen Rd Engineering	6,148.75	0.00	6,148.75
6001	12/5/2023	Hallock Rd Engineering	9,704.00	0.00	9,704.00
6019	12/5/2023	As Needed Engineering	95.00	0.00	95.00
6022	12/2/2023	N Vale Engineering	915.00	0.00	915.00
6023	12/5/2023	Sparr Rd	4,857.00	0.00	4,857.00
Check Totals:			96,457.00	0.00	96,457.00
Vendor: J&HFAMIL: Exit 76 Corporation					
Check Nbr: 619634					
CP-010607	11/30/2023	Fuel	34,183.12	0.00	34,183.12
Check Totals:			34,183.12	0.00	34,183.12
Vendor: JOHNSONO: Johnson Oil Company					
Check Nbr: 619635					
CP-010717	11/30/2023	Fuel	98.38	0.00	98.38
Check Totals:			98.38	0.00	98.38
Vendor: J RANCK: J Ranck Electric, Inc					
Check Nbr: 619636					
116445	10/27/2023	Traffic Light Inspections (2)	2,800.00	0.00	2,800.00
Check Totals:			2,800.00	0.00	2,800.00
Vendor: KIRKHUTH: Kirk, Huth, Lange & Badalamenti PLC					
Check Nbr: 619637					
108502	11/1/2023	Attorney Fees	412.50	0.00	412.50

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
109187	12/1/2023	Attorney Fees	253.75	0.00	253.75
Check Totals:			666.25	0.00	666.25
Vendor: KMINTERN: KM International					
Check Nbr: 619638					
29057	11/8/2023	Controller	268.69	0.00	268.69
Check Totals:			268.69	0.00	268.69
Vendor: LEWISTON: Lewiston Sand & Gravel					
Check Nbr: 619639					
34118	11/30/2023	23A Gravel	484.43	0.00	484.43
Check Totals:			484.43	0.00	484.43
Vendor: MARCOR: Marcor Technologies, LLC					
Check Nbr: 619640					
60137	11/17/2023	Microsoft 365 Apps	108.00	0.00	108.00
60148	11/20/2023	Microsoft Apps	108.00	0.00	108.00
60160	11/21/2023	Microsoft Apps	108.00	0.00	108.00
60192	12/18/2023	Microsoft 365 Apps	108.00	0.00	108.00
Check Totals:			432.00	0.00	432.00
Vendor: MCRCSIP: MCRCSIP					
Check Nbr: 619641					
6896	12/12/2023	Pro-Rated Coverage	4,425.00	0.00	4,425.00
Check Totals:			4,425.00	0.00	4,425.00
Vendor: MEEKHO: Meekhof Tire Sales & Service					
Check Nbr: 619642					
23-0227580-094	12/11/2023	Tires	3,215.16	0.00	3,215.16
Check Totals:			3,215.16	0.00	3,215.16
Vendor: MICAT: Michigan CAT					
Check Nbr: 619643					
PD15468444	11/13/2023	Hinge	67.48	0.00	67.48
Check Totals:			67.48	0.00	67.48
Vendor: MIDSTATE: Mid-States Bolt & Screw Co.					
Check Nbr: 619644					
32560799	11/27/2023	Washers, Locknuts	58.29	0.00	58.29
32563026	11/29/2023	Screws	17.40	0.00	17.40
Check Totals:			75.69	0.00	75.69
Vendor: MIKENWOR: Michigan Kenworth, LLC					
Check Nbr: 619645					
022P174697	11/21/2023	Water Outlet, Tube	256.56	0.00	256.56
022P174708	11/20/2023	Reservoir	285.65	0.00	285.65
022P174871	11/27/2023	Battery	298.98	0.00	298.98
022P175281	12/7/2023	Oil Filters	221.40	0.00	221.40
022P175466	12/13/2023	Clamps	28.40	0.00	28.40
022S110094	11/30/2023	Service Repair	222.77	0.00	222.77
Check Totals:			1,313.76	0.00	1,313.76

Accounts Payable Prepay Report

12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Vendor: MONTMORE: Montmorency County Road Commission					
Check Nbr: 619646					
Straits Area Cou	11/28/2023	Straits Area Council Meeting Expense	163.02	0.00	163.02
Check Totals:			163.02	0.00	163.02
Vendor: MTADV: MT Advantage LLC					
Check Nbr: 619647					
15062	11/30/2023	Addifix	290.70	0.00	290.70
Check Totals:			290.70	0.00	290.70
Vendor: MUTOMA: Mutual of Omaha					
Check Nbr: 619648					
001626826287	12/15/2023	L/AD&D/STD/LTD	3,025.32	0.00	3,025.32
Check Totals:			3,025.32	0.00	3,025.32
Vendor: NORPUM: NORTHERN PUMP SERVICE, INC.					
Check Nbr: 619649					
28749	11/17/2023	Truck Hoist	2,355.88	0.00	2,355.88
Check Totals:			2,355.88	0.00	2,355.88
Vendor: NORTHERN: Northern Energy, Inc.					
Check Nbr: 619650					
92054	11/14/2023	DELO SYN	420.00	0.00	420.00
Check Totals:			420.00	0.00	420.00
Vendor: OGRC: Otsego County Road Commission					
Check Nbr: 619651					
11/28/23-12/4/23	12/3/2023	HRA Reimbursement	121.39	0.00	121.39
12/12/23-12/18/23	12/17/2023	HRA Reimbursement	570.71	0.00	570.71
12/5/23-12/11/23	12/10/2023	HRA Reimbursement	521.76	0.00	521.76
Check Totals:			1,213.86	0.00	1,213.86
Vendor: OMSCOM: OMS Compliance Services					
Check Nbr: 619652					
113542	10/17/2023	DOT Random Drug Test	48.00	0.00	48.00
114219	12/6/2023	PreEmployment Physical/Drug Screen	88.00	0.00	88.00
114220	12/1/2023	PreEmployment Physical/Drug Screen	88.00	0.00	88.00
114239	12/4/2023	PreEmployment Physical/Drug Screen	88.00	0.00	88.00
Check Totals:			312.00	0.00	312.00
Vendor: ONAWAYEM: ONAWAY CUSTOM EMBROIDERY, INC					
Check Nbr: 619653					
17854	8/1/2023	Embroidery	35.00	0.00	35.00
Check Totals:			35.00	0.00	35.00
Vendor: PAYDOL: PAYNE & DOLAN, INC.					
Check Nbr: 619654					
408081-01	10/26/2023	Beckett Road	177,069.98	0.00	177,069.98
408081-02	12/4/2023	Beckett Road	378,899.01	0.00	378,899.01
Check Totals:			555,968.99	0.00	555,968.99
Vendor: RIERIL: RIETH-RILEY CONSTRUCTION CO., INC.					
Check Nbr: 619659					
5306005CR	10/4/2023	Credit Invoice	-469.80	0.00	-469.80

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
5306012	10/4/2023	Replacement Invoice 5306005	400.20	0.00	400.20
5306316	10/9/2023	23A	1,101.87	0.00	1,101.87
5306317	10/10/2023	23A	1,806.84	0.00	1,806.84
5306318	10/11/2023	23A	883.31	0.00	883.31
5306319	10/12/2023	23A	440.24	0.00	440.24
5306320	10/13/2023	23A	637.34	0.00	637.34
5306321	10/16/2023	23A	1,120.23	0.00	1,120.23
5306322	10/17/2023	23A	685.73	0.00	685.73
5306323	10/18/2023	23A	690.46	0.00	690.46
5306324	10/19/2023	23A	1,849.03	0.00	1,849.03
5306325	10/23/2023	23A	80.93	0.00	80.93
5306326	10/24/2023	23A	1,083.24	0.00	1,083.24
5306327	10/25/2023	23A	1,550.00	0.00	1,550.00
5306328	10/26/2023	23A	661.30	0.00	661.30
5306407	11/3/2023	Hot Patch	489.90	0.00	489.90
5306492	11/8/2023	Cold Patch Inventory	10,403.60	0.00	10,403.60
5306618	10/31/2023	23A	1,035.45	0.00	1,035.45
5306620	11/2/2023	23A	67.64	0.00	67.64
5306621	11/3/2023	23A	409.73	0.00	409.73
5306624	11/6/2023	23A	660.02	0.00	660.02
5306625	11/7/2023	23A	759.78	0.00	759.78
5306627	11/9/2023	23A	122.99	0.00	122.99
5306628	11/13/2023	23A	126.90	0.00	126.90
5306630	11/14/2023	23A	343.78	0.00	343.78
5306666	12/3/2023	23A	775.98	0.00	775.98
792291	11/30/2023	Hallock Road	310,155.12	0.00	310,155.12
Check Totals:			337,871.81	0.00	337,871.81
Vendor: RONAUT: RONS AUTO & WRECKER					
Check Nbr: 619660					
154466	11/29/2023	#718 Winching	314.00	0.00	314.00
Check Totals:			314.00	0.00	314.00
Vendor: ROYTRU: Royal Truck & Trailer Sales and Service, Inc.					
Check Nbr: 619661					
50009307	11/27/2023	Tension Bunge, Cross Links	342.96	0.00	342.96
Check Totals:			342.96	0.00	342.96
Vendor: SCIBRA: SCIENTIFIC BRAKE & EQUIP.					
Check Nbr: 619663					
0202115327	11/9/2023	Nuts	57.50	0.00	57.50
0202115443	11/13/2023	Sleeve Nuts	130.20	0.00	130.20
0202115454	11/13/2023	Sensors	117.25	0.00	117.25
0202115562	11/15/2023	Clamp	8.94	0.00	8.94
0202115960	11/27/2023	Wiper Blades	37.16	0.00	37.16
0202115995	11/28/2023	Union Tee, Brake Shoes	117.72	0.00	117.72
0202116026	11/28/2023	Safety Valve	51.37	0.00	51.37
0202116106	11/29/2023	Valve, Clevis Kit	479.58	0.00	479.58

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
0202116108	12/4/2023	Safety Valve	51.37	0.00	51.37
0202116418	12/6/2023	Spiral Wrap	87.12	0.00	87.12
0202116467	12/6/2023	Purge Valve, Dryer Cartridge	379.11	0.00	379.11
0202116823	12/14/2023	Winter Blades	80.00	0.00	80.00
Check Totals:			1,597.32	0.00	1,597.32
Vendor: SHINECLE: Shine Cleaning Service Inc.					
Check Nbr: 619664					
720	12/1/2023	Facility Cleaning (Vanderbilt)	5,739.57	0.00	5,739.57
Check Totals:			5,739.57	0.00	5,739.57
Vendor: SNETHKAM: Snethkamp					
Check Nbr: 619665					
6383242/1	12/11/2023	Replace Oil Pan	816.77	0.00	816.77
Statement 12/14	12/14/2023	Engine Repair	11,590.15	0.00	11,590.15
Check Totals:			12,406.92	0.00	12,406.92
Vendor: STAPLES: Staples					
Check Nbr: 619666					
8072360849	11/18/2023	Office Supply	28.80	0.00	28.80
8072379784	11/22/2023	Wall File	8.97	0.00	8.97
8072433776	11/28/2023	Office Supplies	57.27	0.00	57.27
8072450526	11/30/2023	3-Hole Punch	5.91	0.00	5.91
8072617369	12/15/2023	Office Supplies	52.30	0.00	52.30
Check Totals:			153.25	0.00	153.25
Vendor: STATE5: State of Michigan Management & Budget					
Check Nbr: 619667					
MiDeal ID 232	12/13/2023	MiDeal Membership	230.00	0.00	230.00
Check Totals:			230.00	0.00	230.00
Vendor: STATE6: State of Michigan MDOT					
Check Nbr: 619668					
591-11174216	12/11/2023	FY 2023 Capital Equipment Advance	138,995.00	0.00	138,995.00
CARE1591REIM	12/4/2023		323,438.23	0.00	323,438.23
Check Totals:			462,433.23	0.00	462,433.23
Vendor: STEVEMEN: Steven Mench					
Check Nbr: 619669					
7/1-12/31/23	11/30/2023	3rd & 4th Quarter Phone Reimbursemen	300.00	0.00	300.00
Check Totals:			300.00	0.00	300.00
Vendor: STOOPS: Stoops Freightliner Western Star					
Check Nbr: 619671					
X316006734:01	11/27/2023	Handle Release Door	180.86	0.00	180.86
X316006798:01	11/27/2023	Throttle Valve	184.85	0.00	184.85
X316006862:01	12/7/2023	Hose	15.68	0.00	15.68
X316007040:01	12/7/2023	Sensors	1,001.29	0.00	1,001.29
X316007084:01	12/7/2023	Tube - Pressure Sensor	26.08	0.00	26.08
X316007106:01	12/8/2023	Clamp, Clamp Kit	675.78	0.00	675.78
X316007182:01	12/12/2023	Shock Absorber, Air Spring	185.39	0.00	185.39
X316007280:01	12/14/2023	Sensors	349.11	0.00	349.11

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
X316007280:02	12/18/2023	Sensors	513.49	0.00	513.49
X316007324:01	12/18/2023	Exhaust Bellows, Clamps	437.39	0.00	437.39
Check Totals:			3,569.92	0.00	3,569.92
Vendor: TEDFES: TED FESTERLING LLC					
Check Nbr: 619672					
10756	11/13/2023	Top Shear Pin	735.48	0.00	735.48
10796	12/6/2023	Bearings, Drive Shaft	579.63	0.00	579.63
Check Totals:			1,315.11	0.00	1,315.11
Vendor: TERMSUP: TERMINAL SUPPLY CO.					
Check Nbr: 619673					
86192-00	11/21/2023	Heavy-duty Cable Tie	245.31	0.00	245.31
90452-00	12/11/2023	Flood Light	242.12	0.00	242.12
Check Totals:			487.43	0.00	487.43
Vendor: TRUTRA: TRUCK & TRAILER SPECIALTIES					
Check Nbr: 619674					
BSO021431	11/7/2023	Wing Blades	3,849.60	0.00	3,849.60
BSO021432	11/7/2023	Blades	9,009.36	0.00	9,009.36
BSO021443	11/16/2023	Wing Shoes	5,382.00	0.00	5,382.00
BSO022525	11/29/2023	Wing Capture, Pusharm Castle Nut	255.19	0.00	255.19
BSO022624	12/7/2023	Beacon Strobe	1,148.10	0.00	1,148.10
BSO022668	12/7/2023	Rubber Foot	221.64	0.00	221.64
Check Totals:			19,865.89	0.00	19,865.89
Vendor: USBANK: US Bank Equipment Finance					
Check Nbr: 619675					
516732252	11/29/2023	Office Copier	324.03	0.00	324.03
Check Totals:			324.03	0.00	324.03
Vendor: VALTRU: VALLEY TRUCK PARTS, INC.					
Check Nbr: 619676					
3-1224183	11/16/2023	Driveline Parts	161.36	0.00	161.36
3-1224208	11/20/2023	Driveline Parts	68.40	0.00	68.40
3-1224247	11/28/2023	Air Springs	195.62	0.00	195.62
3-1224348	12/13/2023	Bearings, Driveline Parts	195.04	0.00	195.04
Check Totals:			620.42	0.00	620.42
Vendor: WCICON: WCISEL CONSTRUCTION INC.					
Check Nbr: 619677					
68811	11/30/2023	Grader Tow	630.00	0.00	630.00
Check Totals:			630.00	0.00	630.00
Vendor: WELLERTR: Weller Truck Parts					
Check Nbr: 619678					
403047641	11/13/2023		7,695.00	0.00	7,695.00
Check Totals:			7,695.00	0.00	7,695.00
Vendor: WILAUT: WILBER AUTOMOTIVE					
Check Nbr: 619679					
311756	11/9/2023	Belt, Pulley, Tensioner	120.20	0.00	120.20
312458	11/17/2023	Battery	136.26	0.00	136.26

Accounts Payable Prepay Report
12-21-2023 Board Meeting PrePay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
312655	11/20/2023	Oil Filters	56.71	0.00	56.71
313129	11/27/2023	Oil Filters	13.57	0.00	13.57
313269	11/28/2023	Rocker Switch	69.15	0.00	69.15
314957	12/18/2023	Connector	13.92	0.00	13.92
Check Totals:			409.81	0.00	409.81
Vendor: WINTEREQ: Winter Equipment Company, Inc.					
Check Nbr: 619680					
IV57747	12/14/2023	PlowGuards	3,151.20	0.00	3,151.20
Check Totals:			3,151.20	0.00	3,151.20
Vendor: ZAREQU: ZAREMBA EQUIPMENT, INC.					
Check Nbr: 619681					
180176S	11/8/2023	Gasket, Spring, Bracket	186.47	0.00	186.47
2927	11/28/2023	Navistar Fleet-Soft Annual Maint.	1,384.00	0.00	1,384.00
Check Totals:			1,570.47	0.00	1,570.47
Check Grand Totals:		71 Checks	2,433,160.61	0.00	2,433,160.61
Grand Totals:		73 EFTP Vendors/Checks	2,510,609.97	0.00	2,510,609.97



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director
MEETING DATE: December 21, 2023
AGENDA ITEM: 7. A
SUBJECT: OCRC FY 2024 Budget Public Hearing

PUBLIC HEARING PROCEDURE

- A. Hearing is called to order by the Board Chair
- B. Board Chair request public comment regarding the proposed FY 2024 Budget. Comments/Questions shall be limited to three minutes.
 - 1. Supporting comments (audience and letters)
 - 2. Opposing comments (audience and letters)
 - 3. General comment opportunity (Supporting, Opposing, General)
- C. Public comment portion closed by Board Chair
- D. Road Commission Board comment
- E. Hearing is closed by the Board Chair

OTSEGO COUNTY ROAD COMMISSION
2024 PROPOSED BUDGET
 SUPPORTING SCHEDULES -
 EXPENDITURES/EXPENSES
 Budget Year Ending 2024

	2022 ADOPTED	2022 ACTUAL	2023 Proposed	2024 PROPOSED
REVENUES				
TAXES				
County Millage/Per prop	1,361,263.00	1,192,357.05	1,175,000.00	1,300,000.00
450 PERMITS & LICENSES	73,000.00	64,829.25	73,000.00	65,000.00
FEDERAL SOURCES				
510-071 Surface Trans/FAS/STP	451,357.00	750,011.30	1,216,000.00	566,000.00
510-091 Fed "D" Funds	0.00	0.00	0.00	0.00
	451,357.00	750,011.30	1,216,000.00	566,000.00
STATE SOURCES				
546 MTF	7,140,000.00	7,242,829.60	7,352,000.00	7,647,686.00
Engineering	10,000.00	10,000.00	10,000.00	10,000.00
Local	2,300,000.00	2,304,266.74	2,378,000.00	2,452,313.00
Primary	3,800,000.00	3,837,261.76	3,900,000.00	4,039,104.00
Urban	660,000.00	673,204.97	694,000.00	721,269.00
Snow Funds	370,000.00	418,096.13	370,000.00	425,000.00
551 STATE FEDERAL AID	307,962.00	85,106.57	176,400.00	86,000.00
EDF - "D" Funds	0.00	0.00	7,400.00	0.00
EDF-Forest Rd "E"	86,000.00	85,106.57	86,000.00	86,000.00
HIP COVID	221,962.00	0.00	83,000.00	0.00
CONTRIBUTIONS				
	700,000.00	1,264,895.42	1,100,000.00	655,000.00
City/Villages/Counties	0.00	0.00	0.00	0.00
Townships	500,000.00	915,164.01	1,100,000.00	655,000.00
Other	200,000.00	349,731.41	0.00	0.00
CHARGES FOR SERVICES				
	2,956,500.00	2,415,761.91	2,956,500.00	2,968,000.00
State Maintenance	1,900,000.00	1,698,365.08	1,900,000.00	1,900,000.00
State Non-Maint	800,000.00	713,300.66	800,000.00	800,000.00
Charges for Services/State Overhead	250,000.00	0.00	250,000.00	250,000.00
Other-Salvage Sales	4,500.00	4,096.17	4,500.00	4,000.00
Other/Signs	2,000.00	0.00	2,000.00	2,000.00
Oil Well				12,000.00
OTHER-LIST				
	175,000.00	146,268.31	125,000.00	300,000.00
Interest	65,000.00	116,184.57	65,000.00	250,000.00
Other/Rentals	30,000.00	30,083.74	30,000.00	20,000.00
Install Purch/Leases/Other Financing S	0.00	0.00	0.00	0.00
Royal/filing fees/refunds	0.00	0.00	0.00	0.00
671-693 Gain(loss) on equip disposals	30,000.00	0.00	30,000.00	30,000.00
671 Contrib/Other Enterprises	20,000.00	0.00	0.00	0.00
Misc. Revenue	30,000.00	0.00	0.00	0.00
Trade-In Allowance	0.00	0.00	0.00	0.00
TOTAL REVENUES	13,165,082.00	13,162,059.41	14,173,900.00	13,587,686.00

	2022 ADOPTED	2022 ACTUAL	2023 Proposed	2024 PROPOSED
EXPENDITURES				
PRI CONSTRUCTION/CAPACITY IMPROVE.				
PRIMARY PAVING - A458	2,297,094.00	1,766,398.54	6,260,000.00	4,707,723.00
Roads/includes millage projects	2,297,094.00	1,766,398.54	4,000,000.00	4,000,000.00
Federal Aid projects	0.00	0.00	2,260,000.00	707,723.00
PRIMARY ROUTINE MAINT. - A466	2,390,000.00	3,035,377.48	2,390,000.00	3,600,000.00
Roads	800,000.00	1,456,941.79	800,000.00	2,000,000.00
Structures	0.00	0.00	0.00	0.00
Winter Maintenance	1,400,000.00	1,517,590.80	1,400,000.00	1,400,000.00
Traffic Control	190,000.00	60,844.89	190,000.00	200,000.00
LOCAL PAVING - A488	950,000.00	1,302,688.63	1,375,313.00	200,000.00
Roads	950,000.00	1,302,688.63	1,375,313.00	200,000.00
Structures	0.00	0.00	0.00	0.00
LOCAL ROUTINE MAINT. -A496	3,102,988.00	2,068,273.56	3,395,000.00	2,975,000.00
Roads	1,500,000.00	1,536,687.37	1,800,000.00	2,000,000.00
Structures	500,000.00	0.00	500,000.00	0.00
Winter Maintenance	982,988.00	468,675.26	975,000.00	900,000.00
Traffic Control	120,000.00	62,910.93	120,000.00	75,000.00
LOC CONSTRUCTION/CAPACITY IMPROVE.				
STATE TRUNKLINE MAINT	1,900,000.00	1,807,021.08	1,900,000.00	1,900,000.00
STATE NON-MAINTENANCE	900,000.00	713,300.66	900,000.00	900,000.00
EQUIPMENT EXPENSE(NET)	550,000.00	-44,384.92	650,000.00	450,000.00
Direct - A510	1,650,000.00	1,491,252.97	1,650,000.00	1,650,000.00
Indirect - A511	850,000.00	575,205.57	850,000.00	600,000.00
Operating - A512	350,000.00	447,866.92	450,000.00	500,000.00
Equipment Rental	0.00	0.00	0.00	0.00
Less Equipment Rental Credits	(2,300,000.00)	(2,558,710.38)	(2,300,000.00)	(2,300,000.00)
DISTRIBUTIVE EXPENSE				
Labor Related - Fringe Benefits - A513	0.00	0.00	0.00	0.00
Other - Non Labor - A514	0.00	0.00	0.00	0.00
ADMINISTRATIVE EXPENSE (NET)				600,000.00
Administrative - A515				800,000.00
Less State Overhead	470,000.00	476,681.65	470,000.00	(200,000.00)
CAPITAL OUTLAY (NET) - A900	440,000.00	-307,626.43	440,000.00	440,000.00
Road Equipment	1,240,000.00	351,062.37	1,240,000.00	1,240,000.00
Engineering	0.00	0.00	0.00	0.00
Misc. Shop Equipment	0.00	0.00	0.00	0.00
Garage/Shop/Build Improv	0.00	0.00	0.00	0.00
Road Equipment	0.00	0.00	0.00	0.00
Depletable Assets (987)	0.00	0.00	0.00	0.00
Less: Retirements	0.00	0.00	0.00	0.00
Less Depreciation	(800,000.00)	(658,688.80)	(800,000.00)	(800,000.00)
OTHER	165,000.00	42,981.18	90,000.00	0.00
991 Debt Principal Payments	150,000.00	31,767.42	75,000.00	0.00
995 Interest Expense	15,000.00	11,213.76	15,000.00	0.00
City/Villages/City Escrow	0.00	0.00	0.00	0.00
Proceeds/Royalties	0.00	0.00	0.00	0.00
Rail Trail	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	13,165,082.00	10,860,711.43	17,870,313.00	15,772,723.00
AMOUNTS NEEDED FOR CONTINGENCIES				
REVENUES	13,165,082.00	13,162,059.41	14,173,900.00	13,587,686.00
LESS TOTAL EXPENDITURES	13,165,082.00	10,860,711.43	17,870,313.00	15,772,723.00
NET IMPACT ON FUND BALANCE	0.00	2,301,347.98	(3,696,413.00)	(2,185,037.00)



Otsego County Road Commission Agenda Item Report

FROM: Rebecca Hilmert, Finance Manager/Board Secretary
MEETING DATE: December 21, 2023
AGENDA ITEM: 9. A
SUBJECT: FY 2023 Year-End Budget Amendments

DESCRIPTION

Pursuant to the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended, the Otsego County Board of Road Commissioners (“Board”) approved an operating budget for fiscal year commencing January 1, 2023, and ending December 31, 2023. Budget amendments are necessary from time-to-time and at year-end when a deviation from the original general appropriations act occurs and new information is available. The Board is authorized by statute to amend the budget from the original general appropriations act as necessary. Below is a description of the cost centers in the FY 2023 Budget that require amendments:

Capital Outlay – Road Equipment: Increase \$100,000.00:

The overage on capital outlay – road equipment is due to added purchased equipment for necessary operational activities.

Net Administrative Expense – Increase \$250,000.00:

Administrative (Office Salary, Finance Manager, Manager) wages plus fringe benefits are in this account, as well as the everyday expense of running an office.

Other – Debt Principal Payments: Increase \$225,000.00:

The overage on debt principal payments is due to paying off two (2) leases early.

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the fiscal year-end 2023 Otsego County Road Commission budget amendments as follows: Capital Outlay – Road Equipment increase \$100,000.00, Net Administrative Expense increase \$250,000.00, and Debt Principal Payments increase \$100,000.00.

OTSEGO COUNTY ROAD COMMISSION
2023 PROPOSED BUDGET
SUPPORTING SCHEDULES -
EXPENDITURES/EXPENSES
Budget Year Ending 2023

	2023 Proposed	12/18 2023 Estimate	Variance	2023 Amended
REVENUES				
TAXES				
County Millage/Per prop	1,175,000.00	1,246,375.53	(71,375.53)	1,175,000.00
PERMITS & LICENSES	73,000.00	68,829.61	4,170.39	73,000.00
FEDERAL SOURCES				
Surface Trans/FAS/STP	1,216,000.00	990,496.44	225,503.56	1,216,000.00
Fed "D" Funds	0.00		-	0.00
COVID Relief	0.00	161,070.00	(161,070.00)	0.00
	1,216,000.00	1,151,566.44	64,433.56	1,216,000.00
STATE SOURCES				
MTF	7,352,000.00	6,306,094.51	1,045,905.49	7,352,000.00
Engineering	10,000.00	10,000.00		10,000.00
Local	2,378,000.00	1,989,185.24		2,378,000.00
Primary	3,900,000.00	3,283,888.39		3,900,000.00
Urban	694,000.00	584,624.85		694,000.00
Snow Funds	370,000.00	438,396.03		370,000.00
STATE FEDERAL AID	176,400.00	85,106.54	91,293.46	176,400.00
EDF - "D" Funds	7,400.00		7,400.00	7,400.00
EDF-Forest Rd "E"	86,000.00	85,106.54	893.46	86,000.00
HIP COVID	83,000.00		83,000.00	83,000.00
CONTRIBUTIONS	1,100,000.00	1,314,925.29	(214,925.29)	1,100,000.00
City/Villages/Counties	0.00			0.00
Townships	1,100,000.00	1,132,839.29		1,100,000.00
Other	0.00	182,086.00		0.00
CHARGES FOR SERVICES	2,956,500.00	2,038,802.07		2,956,500.00
State Maintenance	1,900,000.00	1,158,090.22	741,909.78	1,900,000.00
State Non-Maint	800,000.00	876,156.05	(76,156.05)	800,000.00
Charges for Services/State Overhead	250,000.00		250,000.00	250,000.00
Other-Salvage Sales	4,500.00	2,300.96	2,199.04	4,500.00
Other/Signs	2,000.00	2,254.84	(254.84)	2,000.00
OTHER-LIST	125,000.00	426,099.56	(301,099.56)	125,000.00
Interest	65,000.00	331,337.32	(266,337.32)	65,000.00
Other/Rentals	30,000.00	32,403.01	(2,403.01)	30,000.00
Gain(loss) on equip disposals	30,000.00	50,000.00	(20,000.00)	30,000.00
Oil Well	0.00	12,359.23	(12,359.23)	0.00
Purchase Discounts	0.00		-	0.00
Trade-In Allowance	0.00		-	0.00
TOTAL REVENUES	14,173,900.00	12,637,799.55		14,173,900.00

	2023 Proposed	2023 As of 12-18	Variance	2023 Amended
EXPENDITURES				
PRI CONSTRUCTION/CAPACITY IMPROVE.				
PRIMARY PAVING - A458	6,260,000.00	4,393,217.41	1,866,782.59	6,260,000.00
Roads/Includes millage projects	4,000,000.00	3,402,720.97		4,000,000.00
Federal Aid projects	2,260,000.00	990,496.44		2,260,000.00
PRIMARY ROUTINE MAINT. - A466	2,390,000.00	1,812,997.91	577,002.09	2,390,000.00
Roads	800,000.00	600,527.02		800,000.00
Structures	0.00	-		0.00
Winter Maintenance	1,400,000.00	981,391.36		1,400,000.00
Traffic Control	190,000.00	231,079.53		190,000.00
LOC CONSTRUCTION/CAPACITY IMPROVE.				
LOCAL PAVING - A488	1,375,313.00	754,708.12	620,604.88	1,375,313.00
Roads	1,375,313.00	754,708.12		1,375,313.00
Structures	0.00	-		0.00
LOCAL ROUTINE MAINT. -A496	3,395,000.00	1,978,059.05	1,416,940.95	3,395,000.00
Roads	1,800,000.00	1,425,661.28		1,800,000.00
Structures	500,000.00	-		500,000.00
Winter Maintenance	975,000.00	481,725.79		975,000.00
Traffic Control	120,000.00	70,671.98		120,000.00
STATE TRUNKLINE MAINT	1,900,000.00	1,201,628.63	698,371.37	1,900,000.00
STATE NON-MAINTENANCE	900,000.00	781,900.21	118,099.79	900,000.00
EQUIPMENT EXPENSE(NET)	650,000.00	187,166.65	462,833.35	650,000.00
Direct - A510	1,650,000.00	1,268,155.27		1,650,000.00
Indirect - A511	850,000.00	620,911.51		850,000.00
Operating - A512	450,000.00	319,139.47		450,000.00
Less Equipment Rental Credits	(2,300,000.00)	(2,021,039.60)		(2,300,000.00)
DISTRIBUTIVE EXPENSE				
Labor Related - Fringe Benefits - A513	0.00	-		0.00
Other - Non Labor - A514	0.00	-		0.00
ADMINISTRATIVE EXPENSE (NET)	470,000.00	578,503.73		720,000.00
Administrative - A515		757,074.97		
Less - State Overhead		(178,571.24)		
CAPITAL OUTLAY (NET) - A900	440,000.00	374,687.08	65,312.92	540,000.00
Road Equipment	1,240,000.00	873,517.54	366,482.46	1,340,000.00
Engineering	0.00	-		0.00
Misc. Shop Equipment	0.00	-		0.00
Garage/Shop/Build Improv	0.00	-		0.00
Road Equipment	0.00	-		0.00
Depletable Assets (987)	0.00	-		0.00
Less: Retirements	0.00	-		0.00
Less Depreciation	(800,000.00)	(498,830.46)	(301,169.54)	(800,000.00)
OTHER	90,000.00	281,916.90	(191,916.90)	315,000.00
Debt Principal Payments	75,000.00	276,630.37	(201,630.37)	300,000.00
Interest Expense	15,000.00	5,286.53	9,713.47	15,000.00
City/Villages/City Escrow	0.00	-		0.00
Proceeds/Royalties	0.00	-		0.00
Rail Trail	0.00	-		0.00
TOTAL EXPENDITURES	17,400,313.00	12,523,356.93	4,876,956.07	15,050,313.00



Otsego County Road Commission Agenda Item Report

FROM: Rebecca Hilmert, Finance Manager/Board Secretary
MEETING DATE: December 21, 2023
AGENDA ITEM: 9. B
SUBJECT: Resolution No. R23-10 General Appropriations Act (FY 2024 Budget)

DESCRIPTION

Pursuant to the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended, (the "Act") local units of government, including road commissions, are required to pass a General Appropriations Act. In accordance with the Act, the OCRC has provided the required notice and hearing in order to comply with the Act.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution R23-10 and adopt the OCRC General Appropriations Act as presented.

**OTSEGO COUNTY ROAD COMMISSION
RESOLUTION R23-10**

**2024 OTSEGO COUNTY ROAD COMMISSION ROAD FUND GENERAL
APPROPRIATIONS ACT**

Board Member _____, offered the following Resolution and moved for its adoption, seconded by Board Member _____;

RECITALS

WHEREAS, pursuant to the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, (the "Act") local units of government are required to pass a General Appropriations Act; and

WHEREAS, in accordance with the Act, the Otsego County Road Commission ("OCRC") has provided the required notice and public hearing; and

WHEREAS, in order to comply with the Act, the Otsego County Board of County Road Commissioners ("Board") has reviewed the recommended 2023 Budget submitted by the Managing Director and Finance Manager during regular meetings held on December 21, 2023 and wishes to adopt an Appropriations Act pursuant to this Resolution.

NOW, THEREFORE, IT IS RESOLVED, THAT:

1. For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 2 of 1968, as amended, Kirk Harrier, Managing Director, is designated Chief Administrative Officer, and Rebecca Hilmert, Finance Manager, is designated as Fiscal Officer.
2. The Chief Administrative officer is authorized to transfer up to 25% of a line-item amount approved in the General Appropriations Act to another line-item without prior approval, but subject to approval of the Board of County Road Commissioners at their next regular Board Meeting.
3. The expenditure amount approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line-items in the proportion as the allocation of actual Distributive Expense at year end.
4. The following budget, with fund revenues, appropriations, and the projected fund balance at the end of year for 2023 as set forth below, is hereby approved and adopted for the fiscal year beginning January 1, 2024.

		2024
		Requested
REVENUES		
TAXES		
	County Millage/Per prop	1,300,000.00
PERMITS & LICENSES		70,000.00
FEDERAL SOURCES		
	Surface Trans/FAS/STP	566,000.00
STATE SOURCES		
	MTF	7,647,686.00
	Engineering	10,000.00
	Primary	2,452,313.00
	Local	4,039,104.00
	Urban	721,269.00
	Snow Removal	425,000.00
	STATE FEDERAL AID	86,000.00
	EDF- "D" Funds	0.00
	EDF-Forest Rd "E"	86,000.00
	HIP COVID	0.00
CONTRIBUTIONS		655,000.00
	Townships	655,000.00
	Other – Private	
CHARGES FOR SERVICES		2,968,000.00
	State Maintenance	1,900,000.00
	State Non-Maintenance	800,000.00
	Charges for Services/State Overhead	250,000.00
	Other-Salvage Sales	3,000.00
	Other/Signs	2,000.00
	Oil Wells	12,000.00
OTHER-LIST		300,000.00
	Interest	250,000.00
	Other/Rentals	30,000.00
	Gain(loss) on equip disposals	30,000.00
	Trade-In Allowance	
TOTAL REVENUES		13,587,686.00
EXPENDITURES		
PRI CONSTRUCTION/CAPACITY IMPROVE.		
PRI PRESERVATION-STRUCTURAL IMPROVE.		4,707,723.00
	Roads (includes millage projects)	4,000,000.00
	Federal Aid	707,723.00
PRI ROUTINE/PREVENTATIVE MAINT.		3,600,000.00
	Roads	2,000,000.00
	Structures	0.00

	Winter Maintenance	1,400,000.00
	Traffic Control	200,000.00
LOC CONSTRUCTION/CAPACITY IMPROVE.		
LOC PRESERVATION-STRUCTURAL IMPROVE.		200,000.00
	Roads	200,000.00
	Structures	0.00
LOC ROUTINE/PREVENTATIVE MAINT.		2,975,000.00
	Roads	2,000,000.00
	Structures	0.00
	Winter Maintenance	900,000.00
	Traffic Control	75,000.00
STATE TRUNKLINE MAINT		1,900,000.00
STATE NON-MAINTENANCE		900,000.00
EQUIPMENT EXPENSE(NET)		450,000.00
	Direct - A510	1,650,000.00
	Indirect - A511	600,000.00
	Operating - A512	500,000.00
	Equipment Rental	0.00
	Less Equipment Rental Credits	(2,300,000.00)
DISTRIBUTIVE EXPENSE		
ADMINISTRATIVE EXPENSE (NET)		600,000.00
	Administrative - A515	800,000.00
	Less State Overhead	(200,000.00)
CAPITAL OUTLAY (NET) - A900		440,000.00
	Road Equipment	1,240,000.00
	Less Depreciation	(800,000.00)
OTHER		0.00
	Debt Principal Payments	0.00
	Interest Expense	0.00
TOTAL EXPENDITURES		15,772,723.00
TOTAL REVENUES		
LESS TOTAL EXPENDITURES		13,587,686.00
		15,772,723.00
ACTUAL/PROPOSED FUND BALANCE		(2,185,037.00)

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

ADOPTED December 21, 2023

OTSEGO COUNTY ROAD COMMISSION

BY: _____
Troy Huff, Chairman

CERTIFICATION

I, Rebecca Hilmert, the duly appointed Board Secretary of the Otsego County Road Commission, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Otsego County Board of Road Commissioners at a regular meeting held December 21, 2023, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Rebecca Hilmert, Board Secretary



Otsego County Road Commission Agenda Item Report

FROM: Rebecca Hilmert, Finance Manager
MEETING DATE: December 21, 2023
AGENDA ITEM: 9. C
SUBJECT: Equipment Purchase Pickup Trucks

DESCRIPTION

OCRC staff has determined a fleet of 15 pickup trucks is necessary to cover all the critical operational needs of the organization. The OCRC has not purchased new vehicles since 2022, and those trucks have been delayed in delivery and reordered. To keep the pickup truck fleet in a condition that is ready to provide necessary services to the public, two (2) new vehicle purchases are required. Due to the necessity and limited availability of pickups, we are not required to utilize MiDeal programming. The Snethkamp dealership in Gaylord has the vehicles in stock and pricing is comparable to MiDeal. The following pickup trucks are available to be purchased:

- (1) 2024 Ram 2500 Tradesman Crew Cab 4x4 \$56,130
- (1) 2024 Ram 2500 Big Horn Crew Cab Chassis 4x4 \$63,600

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION

Motion to **approve/deny** the purchase of the following pickup trucks through Snethkamp Automotive Family; (1) 2024 Ram 2500 Tradesman Crew Cab 4x4 \$56,130, and (1) 2024 Ram 2500 Big Horn Crew Cab Chassis 4x4 \$63,600.



Date/Time: Dec 12, 2023 04:58 PM

Buyer: Otsego County Road Commi

Phone: H: (989) 732-2012

Address: 669 W MCCOY PO BOX 537
GAYLORD, MI 49734

Salesperson: Steve Bond

2024 Ram 2500, Body Type: Crew Cab Pickup 24007

Color: Flame Red Clearcoat, 10 Miles VIN:3C6UR5CJ3RG103471

Cash	Balance Due
\$ Down	
\$0	\$59,706

MSRP/Retail	\$63,155.00
Discount	\$3,840.00
Sale Price	\$59,315.00
Proc/Doc Fees	\$260.00
Government Fees	\$55.00
Total Taxes	\$3,575.94
Incentives	\$3,500.00
Total Balance Due	\$59,705.94

\$ 56,130.00

X

Customer Signature

Date

X

Manager Signature

Date

Lease and purchase rate based on A tier credit.



Date/Time: Dec 14, 2023 12:22 PM

Buyer: Otsego County Road Commi

Salesperson: Kris Martenson

Phone: H: (989) 732-2012

Address: 669 W MCCOY PO BOX 537
GAYLORD, MI 49734

2024 Ram 2500, Body Type: Crew Cab Pickup 24005

Color: Flame Red Clearcoat, 14 Miles VIN:3C6UR5DJ2RG105209

Cash	Balance Due
\$ Down	
\$0	\$67,684

MSRP/Retail	\$72,215.00
Discount	\$4,430.00
Sale Price	\$67,785.00
Proc/Doc Fees	\$260.00
Government Fees	\$55.00
Total Taxes	\$4,084.14
Incentives	\$4,500.00
Total Balance Due	\$67,684.14

\$ 63,600.00

X

Customer Signature

X

Manager Signature

Date

Date

Lease and purchase rate based on A tier credit.



Otsego County Road Commission Agenda Item Report

FROM: Rebecca Hilmert, Finance Manager
MEETING DATE: December 21, 2023
AGENDA ITEM: 9. D
SUBJECT: Equipment Purchase 2025 Western Star 49X

DESCRIPTION

Staff is recommending the purchase of Four (4) 2025 Western Star 49X, Cummins X15 564V, Eaton Fuller RO-128210C transmission trucks.

The truck chassis purchase is through Sourcewell (Contract 060920-NAF). Sourcewell is a competitively bid program. The Sourcewell program represents a discount from MSRP for governmental units in the program. The list price for the truck chassis is \$170,705.

Equipment will be purchased and installed by Truck and Trailer in Boyne Falls. The equipment cost will be \$181,452.

Staff is requesting the Board approve the purchase in an amount of \$353,000 each.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION

Motion to **approve/deny** the purchase of four (4) 2025 Western Star 49X truck chassis and necessary equipment for snowplowing in an amount of \$353,000 each.



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

11/29/2023

Quote ID#2681HD

Mr. Dave Fox

Ostego County Road Commission
PO Box 537
Gaylord, MI 49734

Dear Dave Fox,

National Auto Fleet Group is pleased to quote the following sourced item(s) for your consideration. One (1) New/Unused (**2025 Western Star 49X, Cummins X15 565V HP Engine, Eaton Fuller FRO-18210C Transmission Chassis Only**) and provided by Mr. Dan Walters with Stoops Western Star of Michigan, each for:

	Contract Price
Chassis and Option	\$ 170,705.00
Tax (0.00%)	\$ 0.00
Total	\$ 170,705.00

This sourced item(s) is available under the Sourcwell (Formerly Known as NJPA) Contract 060920-NAF. Please reference this Bid Number on all Purchase Orders.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Ben Rodriguez
HD Contract Manager
BEN@NationalAutoFleetGroup.com
Office (855) 289-6572
Fax (831) 480-8497



Other Notes:

- Relocate Chassis components and D.E.F. system.
- Final painted, touch-up, and detail- as needed

Price for Above Equipment Installed: \$175,577.00

FOB: Boyne Falls

Prices are valid through: 1/12/2024

OPTION 1: To have unit made with 304 stainless steel in lieu of 201 stainless steel.

Add: \$5,875.00

Accepted by: _____

181,452.00

Date: _____

Submitted by: Butch Cone and Jason Johnson

For Truck and Trailer Specialties of Boyne Falls, Inc.



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director
MEETING DATE: December 21, 2023
AGENDA ITEM: 9. E
SUBJECT: MSP Seasonal Weight Restrictions Road Patrol

DESCRIPTION

The OCRC Board, has in the past, entered into an agreement with the Michigan State Police (MSP) in order for the MSP to provide additional law enforcement services to the OCRC in connection with seasonal weight restrictions road patrol not to exceed 10 hours per week for 40 hours some years and 60 hours total for other years. For 2024, the MSP estimates a per hour rate of \$88.62. Last season (2023), the MSP provided law enforcement services in connection with seasonal weight restrictions not to exceed 10 hours per week and 60 hours total for the duration of the seasonal restrictions. Below are the stats and costs for the last 3 seasons.

2021 OTSEGO COUNTY MSP FROST LAW ENFORCEMENT	
Stops	19
Weighs	6
Citations	2
Max Fine	0
Inspections	17
OCRC Cost	\$3,047.16

2022 OTSEGO COUNTY MSP FROST LAW ENFORCEMENT	
Stops	50
Weighs	12
Citations	10
Max Fine	\$15,777
Inspections	41
OCRC Cost	\$4,324.68

2023 OTSEGO COUNTY MSP FROST LAW ENFORCEMENT	
Stops	18
Weighs	0
Citations	2
Max Fine	\$0
Inspections	18
OCRC	\$4,790.16

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION

Motion to **approve/deny** entering into a 2024 contractual services agreement between the Michigan State Police and the Otsego County Road Commission for additional weight restriction road patrol not to exceed 10 hours per week and **60/40** hours total for the duration of the seasonal restrictions at a rate of \$88.62.