

DRAFT – SUBJECT TO BOARD APPROVAL

MINUTES
EMMET COUNTY ROAD COMMISSION
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in regular session at the office in Harbor Springs on August 22, 2019. The meeting was called to order by Chairman Zulski at 8:00 a.m.

Commissioners Present:

Frank Zulski - Chairman Robert Notestine - Vice Chairman Larry Williams - Member

Staff Present:

Brian Gutowski - Engineer-Manager	John Gray - South End Road Foreman
Robert Genson - Equipment Superintendent	Shawn Beckman - Project Manager
Lisa Kleeman - Finance Director/Board Clerk	Ed Zmikly - North End Road Foreman
Allison Spierling - Seasonal Employee	Scott Kughman - Union Steward

Guests Present:

Toni Drier – Emmet Count Commissioner	John Eby – Maple River Township
Cindy Baiardi – West Traverse Township	Denny Keiser – Bear Creek Township
Tom Miller - Trailsend Bay Property Association	

MINUTES: It was moved by Larry Williams, seconded by Robert Notestine, to approve the regular meeting minutes of August 8, 2019.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1933A, checks numbering 45884 through 45888, in the amount of \$189,009.85, was presented for approval. It was moved by Frank Zulski, seconded by Larry Williams, to approve accounts payable for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

The List of Accounts Payable, Voucher No. 1933B, checks numbering 45889 through 45936, in the amount of \$294,160.63, was presented for approval. It was moved by Robert Notestine, seconded by Larry Williams, to approve accounts payable for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

PAYROLL: Voucher No. 1934 for Payroll No. 17, checks numbering 54989 through 55048, for regular payroll in the amount of \$93,924.15, was presented for approval. It was moved by Robert Notestine, seconded by Larry Williams, to approve payroll for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. The award of the bid for the Pointe Drive Ultra-thin Asphalt Project in Wawatam Township will be postponed until next meeting.

- b. Signing the contract with Wawatam Township for the Pointe Drive Ultra-thin Asphalt Project has been postponed until the next meeting.

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Robert Notestine, to vote the following for the Northern Michigan Association of Road Commissions Board 2019 Ballot:

President	Mark Christensen, Montcalm
Vice President	Lorne Hase, Wexford
Secretary/Treasurer	Brenda Gordert, Midland
Trustee	Dave Pettersch, Gladwin

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Frank Zulski, seconded by Robert Notestine, to approve the Engineer-Manager's final 3-year agreement as presented.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Robert Notestine, seconded by Larry Williams, for the Board Chairman and Engineer-Manager to sign the Public Act 51, Section 18j, MCL 247.668j, Annual Certification of Employee-related Conditions.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER'S REPORT: Gutowski reported the following:

- August 26, Monday, 10:00 a.m. - Legislative Summit in Gaylord
- Beginning September 9 - work hours change to 8 hours per day
- Thanked Tori Thompson and Lisa Kleeman for their work on the fair event
- Complimented Ed Zmikly and the crew for the chip seal
- Cherry Lane has developed a drainage issues and he is working with Department of Environment, Great Lakes, and Energy and will also contact our attorney as it is a complex situation
- He attended a Resort Township Meeting regarding a possible salt shed location on Cemetery Road and it was not well received by residents and some township officials. He is now considering a great location behind the county ambulance building and will be meeting today at 10:00 a.m. with Bob Wheaton, Frank Zulski, and Mike Reaves, Emmet County Deputy Administrator.
- Rieth-Riley's strike is going to affect some construction projects if it doesn't get settled soon and they will have to be moved to next year. Wilderness Park Drive and State Road projects are likely to be moved to 2020.
- August 28 & 29, Wednesday and Thursday - MCRC SIP Meeting in Marquette
- Ely Road over Cold Creek Culvert Project has received funding and will be completed in September

SUPERVISOR'S REPORT: Beckman reported the following:

- Our crew's work on the Atkins Road project is complete except for ditching on the end of culverts. Elmer's timeframe for moving to the project is unknown at this time.
- Stutsmanville Road project has begun with tree clearing and they will continue on Welsheimer Road next week
- North Conway Road Project is complete
- Emmet Heights will be paved Friday and Martinchek on Saturday

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Board of Emmet County Road Commissioners

- Payne & Dolan will be completing ultra-thins next week in Bear Creek and Pleasantview Townships as well as beginning the milling on the BIA project on Pleasantview Road with paving scheduled for September 3 & 4
- Reith-Riley has said the Clayton and Greenwood Road projects will be finished this year

PERMIT/CAD REPORT: No Report.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported he is going to Traverse City today to check out a used service truck and check on the status of the new trucks that have been ordered.

COMMISSIONERS' REPORT: Commissioner Notestine gave an update on the recycling efforts in Emmet County stating the county resident's recycling rate is 42% versus the state's goal of 15%. He also mentioned the county is beginning to use robots for sorting. Commissioner Notestine thanked John Gray and Ed Zmikly along with their crew for the shoulder work being completed along with the staff that have worked on the Fair project.

Commissioner Zulski inquired about J & N Construction and Beckman reported the quality of work this year improved on the North Conway Road Project versus last year on township projects. Zulski stated that township projects should be held to the same standard as MDOT projects. He also inquired as to the status of the Safety Banquet for this year, asked that it be scheduled, and expressed his appreciation to the crew. Zulski then inquired to the status of projects mentioning that we don't want to start any that may not get finished before the end of the construction season. Gutowski mentioned there may be one more project in Bear Creek Township that may be possible before the end of the season.

ROAD FOREMAN'S REPORT: Zmikly reported they have been doing lots of patching of pot holes, fixing culverts and finishing seal coat projects. Gray reported that the seal coat projects are almost wrapped up and they have been preparing to do a bunch of culverts and ditching.

FINANCE DIRECTOR REPORT: Kleeman gave an update on the fair exhibit and thanked the staff for their efforts and positive attitude.

PUBLIC COMMENT: None

Commissioner Zulski announced a closed session regarding a Letter of Understanding for Non CDL Employees with Teamsters Local No. 214. It was moved by Larry Williams, seconded by Robert Notestine, to go into closed session.

Roll Call Vote:

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

It was moved by Larry Williams, seconded by Robert Notestine, to go back into open meeting at 8:52 a.m.

Roll Call Vote:

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

It was moved by Frank Zulski, seconded by Larry Williams, to approve the Letter of Understanding-Non CDL Employees with Teamsters Local 214 with an adjustment of a one-time temporary plow route and have a signed agreement with Dan Marek regarding conditions of employment.

Roll Call Vote:

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

With no further business, Commissioner Zulski adjourned the meeting at 8:53 a.m.

DRAFT

Lisa Kleeman, Finance Director-Clerk of the Board

Date