

**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, July 8, 2021. Frank Zulski, Board Chairman, called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Frank Zulski – Chairman Wade Williams – Vice Chairman (8:11 a.m.) Mark Hoffman – Member

Staff Present:

Brian Gutowski - Engineer/Manager	James Godzik – Permit/CADD Technician
Lisa Kleeman – Finance Director/Board Clerk	Shawn Beckman – Project Supervisor
Ed Zmikly – North Road Foreman	John Gray – South Road Foreman

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor	Toni Drier – Emmet County Commissioner
Gordon & Edith Kruskie – Readmond Twp.	Dennis Keiser – Bear Creek Twp. Supervisor

Guests Present via Zoom:

Thomas Miller – Trailsend Bay Property Assoc.	Howard Wood – Cross Village Twp. Trustee
Paul Schemanski – Resort Twp. Trustee	Roger Moore – Wawatam Twp. Supervisor
Michael Reaves – Emmet County Administrator	David White – Emmet County Commissioner
Jim Bartlett – West Traverse Twp. Supervisor	Donald Antrim

MINUTES: It was moved by Zulski, seconded by Hoffman, to approve the regular session minutes of June 23, 2021.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

ACCOUNTS PAYABLE:

Voucher No. 2127 for Accounts Payable checks 48216 through 48277, in the amount of \$1,011,093.28 was presented for approval. It was moved by Zulski, seconded by Hoffman, to approve accounts payable for payment of the same.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL:

Voucher No. 2128 for Payroll No. 14, checks 56736 through 56762 and direct deposit, in the amount of \$100,268.84, was presented for approval. It was moved by Zulski, seconded by Hoffman, to approve payroll for payment of the same.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

UNFINISHED BUSINESS:

- a. Policy No. 2021-051: Board of Road Commissioners of the County of Emmet, Public Comment and Presentation Materials Policy. It was moved by Zulski, seconded by Hoffman, to approve Policy No. 2021-051.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Hoffman, to award the bid for solar message boards to Action Traffic Maintenance in the amount of \$19,218.80 each. The plan is to purchase two message boards with BIA funds to be used both on the county road system and for tribal needs.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

CORRESPONDENCE:

- a. Notice of 2021 Commissioners Seminar at the Grand Traverse Resort in Acme, October 3-5, 2021. Reservations will be made for all commissioners.

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

- Banwell Road bridge deck is expected to arrive next week. John Henry Excavating should be able to install the deck by the end of the week and Rieth-Riley will pave within the next week or so.
- Levering truck driver position will be advertised as Lee Keck has resigned.

- Asset Management Plan is close to being completed. There have been some technical difficulties but the plan should be ready for presentation in August and to be adopted by October 1, 2021.
- Country Club Road culvert replacement at Tannery Creek - DTE gas main replacement will not be completed until October and the project will probably not be completed until next spring.
- Concrete box culvert on Boyer Road at Tannery Creek is scheduled to be done by September. Culvert replacement on Mitchell Road at Tannery Creek will be completed this fall by our crew funded by NRCS.
- Next Board meeting is Monday, July 26.

SUPERVISOR'S REPORT: Beckman gave an update on the following:

- Wilderness Park Drive - wedging is done, it has been paved, shoulders will be done today with pavement markings tomorrow.
- Eppler Road – still under construction, undercutting 2/3's done, weather has caused some issues this week.
- Mindel Road – still under construction, stumps are removed, slopes cut back, working on embankment areas with curbs to be done next week; there are some design issues.
- Sign grant is substantially complete and punch list compiled.
- Crump Road - some problem areas and finalizing punch list items.
- Working on invoices, quantity checks and breakdowns.
- Several projects have punch lists that need contractor attention.
- Hedrick Road may possibly begin next week.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported on the following:

- Enbridge has run into permitting problems with the State and will not begin tunnel project until Spring 2023. They will continue to work on surveying and layout work and would like to begin getting permits with the road commission in 2022 for a route plan. Gutowski mentioned they plan to haul a minimum of 50 loads of stone each day for two or more years and this will need to be an all-season route.
- Headlands Drive - A contractor completed open cuts for electrical but ran into a bunch of problems. The pavement has been patched nicely after all the delays and they offered many apologies.
- Timber Association has not returned his call yet, he will work on this next week. Zulski stated to get ahold of Denny Olsen.

EQUIPMENT SUPERINTENDENT'S REPORT: None.

ROAD FOREMAN'S REPORT: Gray reported mowing and a second pass will begin soon. Oden patch on US31 has been completed. Zmikly reported mowing and doing a lot of patching the past couple of weeks.

FINANCE DIRECTOR'S REPORT: Kleeman asked for the minutes to reflect Wade Williams and Mark Hoffman will be added to some of the agency's bank accounts as signers.

COMMISSIONERS' REPORT: Commissioner Hoffman stated it was great to see one of our trucks in the fourth of July parades in Petoskey and Alanson. Brian Drayton was the driver who initiated the plan and volunteered to drive the truck. Hoffman appreciated the mowing on the corner of Fletcher and Mitchell to improve site distance. He also has been receiving calls on road markings and he inquired about Gutowski's retirement transition plan. This will be worked on during the September/October work session.

Commissioner Zulski commented on the tractor as it has been sitting in the repair garage for 13 months. Zmikly stated the last update he received from Genson was it won't take a program and when Hoffman inquired on the year, Zmikly replied he believes it is a 2005. Commissioner Williams and Zulski inquired if a loaner could be obtained. Gutowski stated they have not been able to get a loaner and the plan is to purchase two tractors next year.

Zulski discussed a different approach for townships when there is a failed road with a rating of 2 or less, the township could purchase the asphalt, setting a minimum of 200 tons, and the road commission would provide the labor to place the material. He asked Gutowski to notify the townships and get their input on a new policy to review for the July 26, 2021, board meeting. Bliss Township is purchasing asphalt for wedging on Elder Road.

Zulski inquired what are we doing with buildings and other objects in the ROW on Wilderness Park Drive? Gutowski stated legal counsel gave them a couple templates to use and the homeowner will be put on notice they don't need to move the items now but may be asked to move them in the future. Williams and Zulski inquired if the letter relieves us of liability if someone hits these objects and lets the owner know they are liable; Gutowski and Godzik stated yes. Zulski asked if the 2 or 3 garages and 1 house are receiving the template letter and Godzik stated yes and he has been hand delivering the letters and meeting with the people involved. Williams also stated there are septic systems in the ROW also and Godzik stated he is still working with Health Department on this issue.

Zulski requested Denny Olsen's number and name of logger involved on Straddling Road; he will call him as the process the loggers agreed to is not working.

PUBLIC COMMENT:

- a. Dennis Keiser, Bear Creek Township Supervisor – Inquired how long the Mitchell Road culvert project would cause the road to be closed and Gutowski stated just one day. He also inquired about loggers notifying and working with the road commission as Straddling Road is getting beat and asked what the road commission is requiring. Godzik stated they were supposed to add gravel and Keiser stated they pulled black dirt out of the woods.
- b. Gordon Kruskie, Readmond Township – Thanked Gutowski for presenting to the township on a possible Lamkin Road project. He also would like to work with Zmikly on a wash-out at the corner of Gully and Island View Road.
- c. Thomas Miller, Trailsend Bay Property Association – Thanked the road commission for the work on the culvert/creek crossing washout repair. He also asked if we have a sense

when Great Lakes Energy will be moving the poles? Godzik stated it is currently not possible until the fall, his contact retired and they are waiting for some design issues to be resolved. Miller's concern is the stumps and the hazard once winter comes and they are covered with snow. He also announced the annual meeting for the association is this Saturday and people that haven't received a letter yet from Godzik, what can he tell them? Godzik will call after the meeting and discuss this issue with Miller as reiterated the residents start leaving in August and it will be had to comply with the road commission requirements.

- d. Paul Schemanski, Resort Township Trustee – Discussed a possible solution for Old 31 by adding gravel to the roadbed before paving. Gutowski said this road has been checked by contractor and they do not feel it is a good candidate for that type of fix.
- e. Howard Wood, Cross Village Township Trustee – Lake Shore Drive north of the church needs attention, it is pretty bad, hardly any road left. He also inquired when the road by Leg's Inn will get done to which Gutowski answered he is waiting for an answer to see if he will receive special funding from the federal government; it will be next year if no special funding arrives. Wood also inquired about Levering Road from State Road to Hill Road. Gutowski stated it is not on a priority list. Wood stated the township paid for this road to be wedged and it fell apart. Why did this road fall apart when other wedging projects did not? Gutowski stated the road needs a cap but there is not funding for that. Wood asked why are you not doing tar and chip? Gutowski intends to do more when the contractor is in town. Wood also stated there is a group of people racing up and down Lake Shore Drive and he has called 911 over and over. Is there a sign that can be placed to tell them their speed limit to get them to slow down? Gutowski informed Wood this is a State Highway and MDOT does not allow the road commission to install signs; Wood should let MDOT know. Michael Reaves, Emmet County Administrator, asked Wood to contact his office and he will relay the message to the sheriff and State Police and ask for extra police in that area as 911 is not appropriate as they have to prioritize calls.
- f. Donald Antrim – Inquired about repairs on Levering Road from Pleasantview to Levering and Larks Lake Road from Levering Road south toward St. Nicholas. Gutowski answered Levering Road will be reconstructed in total next year with funds from selling federal aid. He stated the road will be designed and bid internally and the road should be done by July of next year. Lark's Lake Road, if Board decides to put this road on the list for next year, could have asphalt wedging done but there are over 100 miles that need the same work. Nothing will be done on these roads in 2021. Antrim asked for this analysis to be included in the minutes and Gutowski answered it is part of the 5-year plan. This information is on the agency website.

Commissioner Zulski adjourned the meeting at 8:48 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date