

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 3, 2024. Chairman Frank Zulski called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Frank Zulski – Chairman Mark Hoffman – Vice Chairman Wade Williams - Member

Staff Present:

Brent Shank – Engineer/Manager James Godzik – Permit/CADD Technician
Travis Horrocks – Engineer Technician Ed Zmikly – North Road Foreman
Lisa Kleeman – Finance Director/Board Clerk John Gray – South Road Foreman

Guests Present:

Gordon & Edith Kruskie John Eby – Maple River Twp. Supervisor
Bill Dohm – Little Traverse Twp. Supervisor Don Mapes – Emmet County Commissioner
Garrett Muir – Bear Creek Twp. Deputy Sup. Dennis Keiser – Bear Creek Twp. Supervisor

Guests Present via Zoom:

David Boyer – Emmet County Administrator

Staff Present via Zoom:

Chevie Hoeksema – Accounting Clerk

AGENDA:

It was moved by Zulski, seconded by Hoffman, to approve the agenda as presented.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

MINUTES:

It was moved by Hoffman, seconded by Zulski, to approve the regular session minutes of June 20, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Hoffman, seconded by Williams, to approve accounts payable for Voucher 2431 for checks 51812 through 51856 and electronic funds transfer payments in the amount of \$311,022.83.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

It was moved by Williams, seconded by Hoffman, to approve accounts payable for Voucher 2433 for electronic funds transfer payment in the amount of \$ 21,547.17.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll and electronic deposits on Voucher 2432 for checks 58587 through 58604 in the amount of \$114,565.76.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Hoffman, seconded by Zulski, to award the Van Road at Van Creek Culvert Materials Bid to Contech Engineered Solutions.

Ayed: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Zulski, seconded by Hoffman, to award the McKinley Township Gravel Supply Bid for Ball Road and Reed Road to Poquette Leasing Company.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Zulski, seconded by Williams, to approve the Birch Street Gravel Project in Littlefield Township.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Zulski, seconded by Williams, to approve the updates to the CRA Bylaws.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER'S REPORT: Shank discussed the following:

- County Road Association has communicated they would like us to increase our permit fees by 10%; this can only be done once every five years. Kleeman will research and present the costs of permits for the Board to review.

ENGINEER-TECHNICIAN'S REPORT: Horrocks gave an update as follows:

- Robinson Road project started Friday, June 28, and a detour is in place.
- Lake Shore Drive Bridge project over Wycamp Creek is scheduled to begin on July 8; the road will be closed until the project is complete, approximately 60 days.
- Lake Shore Drive reconstruction project from Cross Village to Sturgeon Bay Trail is supposed to begin during or after the bridge is completed.
- Chip seal project is scheduled to begin next Tuesday and should be complete by Friday.
- Maplewood Road project will begin the week of July 15.
- Cedar Valley Road project is set to begin anytime.
- Five Mile Creek on Lower Shore Drive culvert replacement project will begin at the end of July.
- M119 culvert replacement by Five Mile Creek Road has been completed.
- Ranger Bid equipment auction for July 16 has items listed, prebidding is open now.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik discussed the Atkins Road repair as a result of a contractor directional bore late last fall; this will be a whole lane-width repair scheduled for July 11. He also discussed the Red School Road sharp turn and after meeting with the property owner, she has agreed to move the stakes back five feet.

EQUIPMENT SUPERINTENDENT'S REPORT: None

ROAD FOREMAN'S REPORT: Gray stated they have been doing routine maintenance of mowing, patching, and working on a few small projects; Zmikly stated the same.

FINANCE DIRECTOR’S REPORT: Kleeman briefly discussed the MTF Report and Financial Report for May.

COMMISSIONERS’ REPORT: Commissioner Williams stated the wedging on Banwell Road turned out really nice. He inquired about Meadowlands Road being turned over to the township; he would like Damien Henning, Township Supervisor, to be informed during this process.

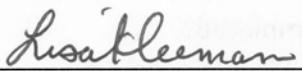
Commissioner Zulski inquired about guardrail damage reimbursement. Shank and Kleeman confirmed that when information and resources are available the normal practice is to try and seek reimbursement from the vehicle insurance company.

Commissioner Hoffman stated there is a tree down on Lake Grove Road out past Depew Road that needs to be chipped out as well as another one where he didn’t know the exact spot on Lake Grove Road.

PUBLIC COMMENT:

- a. John Eby, Maple River Township Supervisor – Inquired about direction for political campaign signs on private property, some areas are getting hammered. Shank stated our policy is we do not allow political signs in the right-of-way. We remove them when they are blocking site distance or causing hazards, especially for intersections. However, due to resources available, policing this is difficult.
- b. Dennis Keiser, Bear Creek Township Supervisor – Asked for clarification on the Atkins Road repair; Shank and Godzik confirmed the repair is to the centerline.

Commissioner Zulski offered comments on the sacrifice many other individuals made so we could enjoy our freedoms and adjourned the meeting at 8:30 a.m.



 Lisa Kleeman, Finance Director-Clerk of the Board

8-1-24

 Date