

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, September 26, 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 John Gray – Road Foreman
James Godzik – Permit/CADD Technician Lisa Kleeman – Finance Director/Board Clerk
Tony Shaler – Shop Foreman Ed Zmikly – Road Foreman

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor Dennis Keiser – Bear Creek Twp. Supervisor

Guests and Staff Present via Zoom:

David Boyer – Emmet County Administrator David White – Emmet County Commissioner
Al Welsheimer – Resort Township Trustee Ed Kuligowski – Pleasantview Twp. Supervisor

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 Williams, to approve the regular session minutes of September 16, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Zulski, seconded by Hoffman, to approve accounts payable Voucher 2445 for check 59060 in the amount of \$950.00 and Voucher 2446 for checks 59061 through 59116 and electronic funds transfer payments in the amount of \$685,583.63.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll for Voucher 2447 for checks and electronic deposits 59117 through 59132 in the amount of \$118,431.08.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS:

- a. 2025 Board Meeting Schedule was discussed. Shank will research a monthly meeting schedule with some of the other counties who have one.

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Hoffman, to accept the bids for underbody scraper, wing, and grader blades, and plow shoes, and for them to be used in the best interest of the road commission.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Hoffman, seconded by Zulski, to approve the project and accept the bid for Littlefield Township Gravel Supply for McCarthy Drive project and award it to Spierling Trucking & Excavating, Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER REPORT: Shank discussed the following:

- Maplewood Drive monument box ring will be completed this week to close the project.
- Annual Township Meeting final schedule was distributed. Meeting topics were discussed and the Board will let Shank know if they have other ideas in addition to a five-year plan.

- Maxwell Road and Brutus Road design work for next year's federal aid jobs has started; he is hoping for a January or February MDOT letting.

ENGINEER-TECHNICIAN REPORT: Shank gave an update as follows:

- Lake Shore Drive reconstruction project leveling course was placed yesterday and there are 17 drainage structures to be put in. It will be possibly two weeks before paving can continue due to MDOT's I-75 project. Curves have been rebuilt to proper supers and it rides really nice. Additional signage will be installed. An ongoing drainage issue near Legs Inn will be addressed also.
- Additional gravel projects on Reed Road and McCarthy Drive will wrap up construction.

PERMIT/CAD TECHNICIAN REPORT: Godzik gave an update on the following:

- Habitat for Humanity project.
- Marty Lump's right-of-way permit for Red School Road.

EQUIPMENT SUPERINTENDENT REPORT: Shaler stated switching trucks over for winter has started this week and is going well. He also commented the new mechanic is an absolute asset to the team and Shaler continues to work on the change of duties due to Genson's retirement.

ROAD FOREMEN REPORTS: Zmikly discussed wedging projects getting finished, seasonal and gravel road grading, patching, brushing/mowing, ditching, and getting drainage issues resolved. Gray's crew has been working with Zmikly's crew on wedging projects as well as working on the same tasks mentioned above.

FINANCE DIRECTOR REPORT: Kleeman distributed and discussed the Michigan Transportation Funding Report for August that will be received in October; comparing it to last year's payment and the impact on the current year's budget. She updated the Board that she was reelected as a CRASIF Board Trustee for three years.

COMMISSIONER REPORTS: Commissioner Zulski inquired if there has been any further information for the reduction of the MTF payment for July of this year and last year. Kleeman stated there has been no additional information disseminated at this point as usually an email goes out or there is discussion on the CRA listserv when there are major adjustments.

Commissioner Hoffman suggested a possible policy, due to the recent change in law, when someone is requesting a road speed be lowered, they pay for the costs of the required speed study. Shank discussed the current policy as well as details of the new law changing from the 85th to the 50th percentile. He suggested getting an outside third-party speed study with an engineering review of safety issues, and further offered details on processing a request which includes working with the township and the Michigan State Police. Zulski suggested this be discussed at the annual township meeting and as well as payment responsibility for cost of the speed study.

Commission Williams inquired about the curve on US 31 near the south end of Milton Road regarding the stumps that were left during the project and how they will impact keeping this area clear for site distance safety. He also asked for future consideration, mowing this area as well as others, every few years, so they don't get overgrown. Shank discussed it could be done under regular maintenance. Williams stated it is better to maintain these areas than letting them grow and have to go in later when it is more costly to clear larger brush, as it helps with deer encroaching the roadway and driveway site distance. Williams also inquire when there is an accident and damage is done to the shoulders or ditch, who is responsible for payment. Shank stated there isn't a set standard but he believes they could seek payment for significant repair, but it is situational.

PUBLIC COMMENT:

- a. Ed Kuligowski, Pleasantview Township Supervisor – Projects came in under quote this summer and he thanked staff and inquired if there are any comments on savings, efficiencies, materials costs and other? Shank stated we received good bids on all projects this summer and keeping staff onsite on the projects and keeping contractors in check leads to efficiencies and project savings overall. Each board member stated efficiencies of staff, crew, and equipment contribute to this.

Commissioner Zulski adjourned the meeting at 8:33 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

10-11-24

Date