

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 January 14, 2019. The Clerk of the Board, Lisa Kleeman, called the meeting to order at 8:00 a.m.

Commissioners Present: Frank Zulski-Chairman, Leroy Sumner-Vice Chairman, Larry Williams-Member

Staff Present:

Brian Gutowski - Engineer-Manager

John Gray – South End Road Foremen

James Godzik - Permit-CADD Technician

Robert Genson - Equipment Superintendent

Lisa Kleeman - Finance Director/Clerk of the Board

Shawn Beckman - Project Manager

Guests Present:

Tom Miller - Trailsend Bay Property Association

Jim Kargol, Emmet County Commissioner

Larry Flynn – Trailsend Bay Property Association

John Baker, West Traverse Township

Toni Drier – Emmet County Commissioner

Alice Conrad – Springvale Township

Dennis Keiser – Bear Creek Township

Lisa Kleeman, Clerk of the Board, called for nominations of Board Chairman. It was moved by Larry Williams, seconded by Leroy Sumner, to nominate Frank Zulski for Chairman. Leroy Sumner moved nominations be closed, Larry Williams seconded the motion.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

Chairman, Frank Zulski called for nominations of Board Vice Chairman. It was moved by Frank Zulski, seconded by Larry Williams, to nominate Leroy Sumner for Vice Chairman. Frank Zulski moved nominations be closed, Larry Williams seconded the motion.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

MINUTES: It was moved by Leroy Sumner, seconded by Larry Williams, to approve the open meeting minutes of December 28, 2018.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1901, checks numbering 45126 through 45184, in the amount of \$215,225.55, was presented for approval. It was moved by Larry Williams, seconded by Leroy Sumner, to approve accounts payable for payment of the same.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

PAYROLL: Voucher No. 1902 for Payroll No. 1, checks numbering 54045 through 54104, for regular payroll in the amount of \$131,048.64, was presented for approval. It was moved by Leroy Sumner, seconded by Larry Williams, to approve payroll for payment of the same.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Tree Removal Service Company Quotes – Gutowski presented quotes received from the following companies which include a bucket truck and driver:

| | |
|-------------------------|-------------------|
| Drost Landscape | \$ 80.00 per hour |
| Johansen's Tree Service | 75.00 per hour |
| Firman Tree Service | 165.00 per hour |
| Al & Jim's Tree Service | 190.00 per hour |

ECRC staff will provide traffic control and removal of tree after it is down. It was moved by Frank Zuluski, seconded by Larry Williams, to accept all the bids and to use them in the best interest of the Road Commission.

PUBLIC COMMENT:

- a. Alice Conrad of Springvale Township – Wildwood Road needs attention where the rough road sign is. There is a trench in the road. James Kargol, Emmet County Commissioner and former Road Foreman, offered information on the location stating there is a sock pipe under the road due to a spring located there and the road section needs to be undercut.
- b. Tom Miller, Trailsend Bay Property Association - thanked Godzik and other employees for the right angle turn signs on Wilderness Park Drive. He also asked Godzik about a 45 mph sign when you turn off Wilderness Park Drive on to Trails End Bay Road going eastbound. Godzik will work with our sign technician on this.

APPOINTMENTS: None

NEW BUSINESS:

- a. Gutowski reviewed the 2019 Primary Road 5-Year Road Priority Lists, Versions 1 and 2. These lists are a complex Asset Management Plan developed by Gutowski where he presented a detailed listing of all primary roads with discussion focused on those with a Paser rating of 7 or less. Plans for improvements based upon budget allowances and receipt of additional funding will determine which version will be used. If funding is received through the state as he anticipates, he plans an investment of approximately \$5 million over the next five years on primary roads which will repair almost every mile to good or fair condition.

CORRESPONDENCE: None

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

- Bids are being developed for Little Traverse (3), Springvale (2), Bear Creek (Kegomic), annual materials, Pleasantview Road mill and fill, and an overlay on State Road (7 Miles)
- Annual Township Meetings power point presentations
- Michigan Township Association Meeting, January 16, 2019, power point presentation
- Tom Whipp, Springvale Township Supervisor, January 15, 2019 at 8:30 a.m.
- Local Agency Emergency Planning meeting at 911 at 10:00 a.m.
- Small Urban Task Force Meeting, January 16, 2019, City of Petoskey, 2021-2023 priorities
- Subpoena trial appearance required February 14, 2019, on an Intertown/Resort-Pike accident
- Tammy Doernenburg – Planning and Zoning regulation update received on logging companies
- Petition to pave Pingree and Panguin Streets in Oden - discussed with mapping visuals and suggested abandonment to the township due to platted right-of-way encroachments and drainage issues. Toni Drier requested this be sent to John Calabrese, Emmet County Administrator.

SUPERVISOR'S REPORT: Beckman reported on getting projects ready for 2019, North Conway Road MDOT pay estimate, and yearly reporting obligations.

PERMIT/CAD REPORT: Godzik reported on the Wilderness Park Drive Federal Aid grant with regards to the curve at Esther lane and acquiring right-of-way permits. OHM is redesigning this curve to stay 100% within the ROW which will make it a sharper curve.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson discussed a visit scheduled for January 14, to Price County, Wisconsin, to further investigate using anti-icing treatment on the roads before storms and to

gather more information on other uses, appropriate temperatures, application rate, and types of additive used, etc. He also discussed fleet needs, appreciation for newly purchased vehicles, and parts requirements on older units and difficulty in obtaining parts.

COMMISSIONERS' REPORT: Commissioner Zulski discussed logging driveways and updating people at the MTA and Township meetings. We need township officials to let the road commission know when and where log trucks are using driveways in the ROW. Gutowski was notified by Ed Noyola-County Road Association; our only option is to document, document, document then fix the road damage and take them to court. Zulski would like to send out a notification immediately if a logging company is working in a hazardous area so that if there is an incident we have documentation they were notified and send it certified mail. His main concern is protection for the public. John Baker, West Traverse Township Supervisor asked if we should have the Sheriff serve the logger with notification and Gutowski stated he will ask local authorities. Godzik believes most loggers he has interaction with are in agreement with the road commission but it is the smaller loggers on quick jobs that will present a problem. Gutowski also stated, per the new law, the loggers are required to have signage at every driveway. Kleeman suggested logging phone messages on our call log software when notified of a logging operation, working with other Managers on a unified process to handle these issues, and consistently reporting to legislators of damages incurred.

ROAD FOREMAN'S REPORT: Gray gave details on pavement anti-icing treatment tested on December 31. The results were a significantly improved road versus the road that was untreated. Basically, the first day, 85% of the ice pack was removed with the second day the road being totally clear. The untreated road took two additional days to bare up without anti-icing treatment. Under the worst conditions this treatment worked well utilizing 40 gallons per lane mile.

FINANCE DIRECTOR REPORT: None.

PUBLIC COMMENT:

- a. Toni Drier, Emmet County Commissioner, requested a copy of the 2019 Primary Road 5-Year Road Priority List.

With no further business, Commissioner Zulski adjourned the meeting at 8:51 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

01-25-19

Date