

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 19, 2022. 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

Mark Hoffman - Member

Commissioners Absent:

Wade Williams – Vice Chairman, Excused

Staff Present:

Brent Shank – Engineer/Manager

Travis Horrocks – Engineer/Technician

Lisa Kleeman – Finance Director

John Gray – South Road Foreman

Ed Zmikly – North Road Foreman

James Godzik – Permit/CADD Technician

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor

Alyce Conrad – Springvale Township

Toni Drier – Emmet County Commissioner

Guests Present via Zoom:

Thomas Miller – Trails End Bay Property Assoc.

David White – Emmet County Commissioner

Sandy Planisek – Mackinaw News

MINUTES:

It was moved by Zulski, seconded by Hoffman, to approve the regular session minutes of September 1, 2022.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

ACCOUNTS PAYABLE:

It was moved by Hoffman, seconded by Zulski, to approve accounts payable for payment of Voucher 2237 for checks 49658 through 49683 in the amount of \$470,660.60.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL:

It was moved by Zulski, seconded by Hoffman, to approve payroll and electronic direct deposits for Voucher 2238 for checks 57599 through 57621 in the amount of \$106,824.54.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT: None

COMMISSIONER COMMENT:

Commissioner Zulski had comments based upon a presentation at the NMARC Meeting. He discussed changes to the timeline for projects with regards to township meetings to obtain better bid prices, contractors having earlier completion dates, and the purposes for moving deadlines for PASER Ratings. He will plan to work with Shank and send a letter to the townships explaining the change in dates.

Engineer/Manager Shank stated bidding projects late causes significant cost increases and late completion dates by contractors. Changing the dates will be more cost effective for the townships even though township budgets and planning doesn't occur until January or later. He would like to have project estimates ready in order for the townships to make their decisions earlier.

Commissioner Hoffman discussed the township meeting schedule in January and Zulski stated we would like to meet the third week in October with as many townships as possible; for those who know which projects they want to plan for 2023.

Shank stated we could give the townships an option of an October meeting but can keep the January date for those who can't make late October work. In 2023, the plan would be to have PASER ratings completed earlier and to meet with all townships in October. Shank would like to have bids out in early December this year on known projects. He also commented on changes to the process which has delayed the release of PASER ratings.

Commissioner Drier offered comments that she felt the October date will be too early for the townships to have a decision on projects. Shank stated we will be available if they can meet, and if they cannot, we will be available in January.

APPOINTMENTS: None

NEW BUSINESS: None

CORRESPONDENCE: None

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

- CRASIF Worker's Compensation mod factor is under 1 for the year ending 6/30/22.

ENGINEER-TECHNICIAN'S REPORT: Horrocks gave the following updates:

- Cross Village Township - Lakeshore Drive project curb contractor will get restarted tomorrow.
- Wilderness Park Drive started last week. The contractor has completed one side of the road and is ready for gravel and plan to base crush on 9/26/22.
- Powers Road Curve Relocation - sand grade is in and density will occur this morning; graveling will begin today. This should hopefully be paved and open by October 1.
- Country Club Road culvert project - gravel base should begin by the end of this week. He has received a call regarding sediment in the river; it should be better by now.
- Robinson Road Bridge - deck is complete; guardrail and headwalls currently being completed.
- Lamkin Drive gravel projects, Milton Road projects, and Trailsend/Stanley Court projects are ready to begin.
- Crack sealing will be finished today.
- Robinson Road design work for 2023 is beginning.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported Roese Pipeline Company is finishing up on the project in Bear Creek Township and Littlefield Township; this has extended to Lakeview Road and is just about wrapped up. Spectrum is working on Riggsville Road from the county line to US 31. Kolinske Road is done and is mowed as well as Mitchell Road.

EQUIPMENT SUPERINTENDENT'S REPORT: None.

ROAD FOREMAN'S REPORT: Gray stated they have been getting ready for winter, working on washouts, ditching, and culverts. Zmikly stated the crew has been doing maintenance; working on seasonal roads, patching, shoulders, wash outs, and getting caught up and ready for winter. The operator is getting used to the new Mower Max.

FINANCE DIRECTOR'S REPORT: Kleeman gave an update on cash balance.

COMMISSIONERS' REPORT: Commissioner Hoffman observed our crack sealing crew on Lears Road and stated they did a really nice job. He also inquired about the Safety Banquet for the crew because of the low mod factor and Kleeman responded with options that will be investigated.

PUBLIC COMMENT:

- a. Bill Dohm, Little Traverse Township Supervisor – Inquired when the PASER ratings are going to be available and Shank responded he will be working on them this week. He

also inquired about the township allocation amount and Shank responded the budget will be discussed in December.

Commissioner Zulski adjourned the meeting at 8:22 a.m.

Lisa Kleeman

Lisa Kleeman, Finance Director-Clerk of the Board

9-30-22

Date