

**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, November 12, 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 Mark Hoffman – Member

Staff Present:

Brian Gutowski - Engineer/Manager James Godzik – Permit/CADD Technician
John Gray – Road Foreman Shawn Beckman - Project Manager
Tori Thompson – HR/Payroll Clerk Robert Genson – Equipment Superintendent

Staff Present via Zoom:

Lisa Kleeman – Finance Director/Board Clerk

Guests Present:

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

Guests Present via Zoom:

Michael Reaves – Emmet County Administrator

MINUTES: It was moved by Zulski, seconded by Williams, to approve the regular session minutes of October 29, 2021.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

Voucher No. 2145 for Accounts Payable checks 48617 through 48646, in the amount of \$220,277.39 was presented for approval. It was moved by Williams, seconded by Hoffman, to approve accounts payable for payment of the same.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

Voucher No. 2146 for Payroll No. 23, checks 56978 through 57005 and direct deposit, in the amount of \$95,902.26, was presented for approval. It was moved by Williams, seconded by Hoffman, to approve payroll for payment of the same.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Road Commission for Oakland County stated \$.80 on the \$1.00 is the best they can offer to buy our federal aid. MDOT may be offering \$.90 on the \$1.00 but there are requirements with MDOT that are time consuming and costly. It was moved by Zulski, seconded by Williams, to offer a resolution to sell 2023, 2024, and 2025 federal aid to the Road Commission for Oakland County.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Hoffman, seconded by Zulski, to approve the proposed 2022 Board Meeting Schedule as revised November 2, 2021, and for the Board to approve paying bills during the absence of meetings in February 2022.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS: None

CORRESPONDENCE: None

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

- Safety gifts are usually given to employees at Christmas. It was moved by Hoffman, seconded by Williams, to give each employee a ham with the Boards expression of gratitude for safety.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- Safety meeting was held November 11, 2021 by MCRC SIP, regarding employee accident response.
- Graphic was shared on the nation's road conditions.
- Vacation on Monday, November 15, 2021
- Meeting Tuesday, November 16, 2021 with Linsey Walker and Andi Sheppard. They are applying for a grant for turning our brush into mulch and would like to use our Conway Pit for storage.
- Next meeting is Monday, November 29, 2021.

SUPERVISOR'S REPORT: Beckman discussed Johansons grinding stumps and Rieth-Riley cleaning out culverts on Eppler Road. He has been working on estimates and designs for 2022 and appreciates the early notice of projects from the townships.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported Wilderness Park Drive utility poles are not completed as they are having problems setting them in the sand.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported on getting trucks ready for winter; some parts have been difficult to get.

ROAD FOREMAN'S REPORT: Gray stated they have been gearing up for winter, routes are marked and salt is in.

FINANCE DIRECTOR'S REPORT: None

COMMISSIONERS' REPORT: Commissioner Zulski commented on Wilderness Park Drive there are poles laying all over the place and they will need to be marked before snow comes. Zulski also mentioned Center Township received extra money from the stimulus package and plan to use it for wedging. The townships have until 2024 to use the stimulus funds but because of limited capacity of what we can do in a construction season, be sure to use federal stimulus funds first and bank township allocation for additional years if needed. Zulski relayed during the Straits Area Council Meeting it was mentioned Chippewa County Road Commission had fifteen drivers down at one time with Covid and if this happened during the winter what that would mean. There is no law stating you have to plow, it states you have to maintain the roads, in a reasonable condition, in the safest manner possible. If this happens in Emmet County, we will deal with it the best way we can.

Commissioner Williams mentioned there should be a cutoff date for projects in order to have equipment ready for winter. Williams also suggested discussing how many tons of asphalt we can put down during a certain amount of time.

Commissioner Hoffman relayed a thank you to Beckman for County Club Road and another thank you to Zmikly and crew for work done on Wormwood and Robinson. Hoffman also

suggested sending a notice to the townships about letting us know if they want projects done now instead of waiting until the January meetings.

PUBLIC COMMENT: None

Commissioner Zulski adjourned the meeting at 8:27 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

11-29-21
Date

Wade Williams
Mark W. Hoffman
Frank Zulski Jr.
Brian A. Gutowski, P.E.
Engineer-Manager
Lisa Kleeman
Finance Director -
Clerk of the Board



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The following is an excerpt from the minutes of the regular meeting of the Emmet County Board of Road Commissioners held on November 12, 2021:

It was moved by Zulski, seconded by Williams, to offer a resolution to sell 2023, 2024, and 2025 federal aid to the Road Commission for Oakland County.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion Carried

RESOLUTION

WHEREAS, county road agencies may transfer federal highway aid available to them to other county road agencies for certain purposes subject to approval by the Michigan Department of Transportation ("MDOT") and Federal Highway Administration ("FHWA"). 23 U.S.C. 126; and

WHEREAS, The Board of County Road Commissioners of the County of Emmet ("Emmet") has determined that it is in its best interest to exchange federal aid funds to enable the most efficient use of dollars and cost-effective performance of improvements to its county road system; and

WHEREAS, Emmet has identified the Board of County Road Commissioners of the County of Oakland ("Oakland") as a county road agency it is interested in selling federal aid to; and

WHEREAS, Emmet would agree to receive the rate of \$0.80 of non-federal transportation funds to be received for each \$1.00 of STP funds exchanged; and

WHEREAS, Oakland desires to purchase an estimated \$625,000 annually of STP funds available in fiscal year 2023, 2024, and 2025 in exchange for non-federal transportation dollars to Emmet; and

WHEREAS, county road agencies in Michigan are authorized to enter into voluntary exchange agreements with other local road agencies for the purpose of exchanging federal aid funds with state transportation dollars pursuant to Section 402 of Public Act 252 of 2014;

NOW, THEREFORE, BE IT RESOLVED THAT, the Emmet County Board of Road Commissioners approve the federal aid exchange of 2023, 2024, and 2025;

I hereby certify that the above is true and adopted by the Board of Emmet County Road Commissioners at their regular board meeting on November 12, 2021 and is made part of their official minutes of said Board meeting.

Signed: *Lisa Kleeman*
Lisa Kleeman, Finance Director-Clerk of the Board
Emmet County Road Commission