

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 27, 2023. Chairman Frank Zulski 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:

Brent Shank – Engineer/Manager James Godzik – Permit/CADD Technician
Lisa Kleeman – Finance Director/Board Clerk Travis Horrocks – Engineer Technician

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor Denny Keiser – Bear Creek Twp. Supervisor
Mary Zulski

Guests Present via Zoom:

David White – Emmet County Commissioner Don Mapes – Emmet County Commissioner
David Boyer – Emmet County Administrator Ed Kuligowski – Pleasantview Twp. Supervisor

MINUTES:

It was moved by Zulski, seconded by Hoffman, to approve the regular session minutes of November 10, 2023.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Hoffman, seconded by Williams, to approve accounts payable for payment of Voucher 2352 for electronic funds transfer payments and checks 51045 through 51097 in the amount of \$255,458.76.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Zulski, to approve payroll and electronic deposits for Voucher 2353 for checks 58269 through 58284 in the amount of \$107,193.43.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Williams, seconded by Hoffman, to award 2024 Aggregate Processing bids to Elmer's Crane and Dozer.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Zulski, seconded by Williams, to sign four MERS Health Care Savings Program Participation Agreements effective January 1, 2024. These restate existing Participation Agreements signed December 14, 2018.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER'S REPORT: None

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

- Working on estimates for townships with bids due January 16, 2024, for approximately \$1.6 million:
 - Resort Township – Indian Garden Road and Stump Road
 - West Traverse Township– Lower Shore Drive
 - Springvale Township – Ellsworth Road and Roy Road
- Equipment auction resulted in just over \$7,300.
- McDougal Road Bridge guardrail was pulled up and the project turned out good for being completed so late in the season.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik discussed a crew is still working on an underground project on Stanley Court; all other projects are completed for the year. He will be checking in the spring to be sure grass is growing on several projects.

EQUIPMENT SUPERINTENDENT'S REPORT: None

ROAD FOREMAN'S REPORT: None

FINANCE DIRECTOR'S REPORT: Kleeman discussed the following:

- Financial Reports for August and September were distributed.
- There is a public hearing on Friday, December 8, 2023, for the 2024 Budget
- The Board's annual organizational meeting will be held Friday, December 22, 2023.
- The 2024 Board Meeting Schedule was distributed again to the Board. This can be made official at the December 8, 2023, meeting if desired.

COMMISSIONERS' REPORT: Commissioner Zulski expressed his appreciation for the cooperation between the townships and county board when working on issues that come up such as McDougal Road and the funding on Mitchell Road.

Commissioner Hoffman stated he did go take a look at the stop signs on Powers Road. Williams stated he seen another driver run the stop signs and the way the road flares and curves, the trees are still an issue since more drivers are using this road.


Commissioner Williams stated the transition at McDougal Road Bridge turned out really well. He also let Godzik know there is still a roll of wire on the south end of Milton Road.

PUBLIC COMMENT: None

Commissioner Zulski adjourned the meeting at 8:16 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date