

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, January 20, 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 Travis Horrocks – Engineer/Technician
James Godzik – Permit/CADD Technician Lisa Kleeman–Finance Director/Board Clerk
Robert Genson – Equipment Superintendent John Gray – South Road Foreman
Ed Zmikly – North Road Foreman

Guests Present:

Don Mapes - Emmet County Commissioner John Swartout
Ed Kuligowski – Pleasantview Twp. Supervisor Bill Dohm – Little Traverse Twp. Supervisor
Gordon & Edith Kruskie

Guests Present via Zoom:

David Boyer - Emmet County Administrator Al Welsheimer-Resort/Bear Creek Fire Chief
David White - Emmet County Commissioner

Staff Present via Zoom:

Michelle Main – Administrative Assistant

MINUTES:

It was moved by Zulski, seconded by Hoffman, to approve the regular session minutes of January 6, 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 2302 in the amount of \$14,078.07 and Voucher 2303 for checks 50051 through 50107 in the amount of \$384,271.34.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Zulski, seconded by Williams, to approve payroll and electronic direct deposits for Voucher 2304 for checks 57840 through 57863 in the amount of \$105,759.67.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS:

- a. Public Hearing 8:10 a.m. – Atkins Road from 1,400’ east of Maplewood Road then east for .30 miles and Krause Road from Brubaker Road then south for .80 miles, in Bear Creek Township. It was moved by Williams, seconded by Zulski, to begin the public hearing.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

The public hearing was advertised in the Petoskey News Review. Shank gave details of the proposed projects. No written comments were received prior to the public hearing and there were three calls for comment. It was moved by Williams, seconded by Hoffman, to end the public hearing.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. Public Hearing – Roy Road from Mitchell Road then south for .50 miles in Springvale Township. It was moved by Zulski, seconded by Hoffman, to begin the public hearing.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

The public hearing was advertised in the Petoskey News Review. Shank gave specific details on the project. No written comments were received prior to the public hearing and there were three calls for comment. It was moved by Zulski, seconded by Hoffman, to end the public hearing.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. It was moved by Zulski, seconded by Williams, upon the Engineer-Manager's recommendation, to approve the project and award the bid for construction inspection services for the Douglas Lake Road Timber Bridge project to Huron Engineering & Surveying, Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Williams, seconded by Hoffman, to award the bid for bridge installation for the Douglas Lake Road Timber Bridge to John Henry Excavating, Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Williams, seconded by Hoffman, to award the bid for approach paving for the Douglas Lake Road Timber Bridge to Rieth-Riley Construction Co., Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Hoffman, seconded by Zulski, to award the bid for guardrail installation for the Douglas Lake Road Timber Bridge project to G & J Site Solutions.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Hoffman, to accept the irregularity of a late submission and award the bid for supply of a single span timber bridge for the Douglas Lake Road Timber Bridge project to Krenn Timber Bridge, Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Hoffman, seconded by Zulski, to approve the project and award the bid for the Atkins Road project to Tri County Excavating Group, LLC.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Hoffman, seconded by Zulski, to approve the project and award the bid for the Krause Road project to Tri County Excavating Group, LLC.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Zulski, seconded by Hoffman, to approve the project and award the bid for the Roy Road project to Tri County Excavating Group, LLC. There was discussion on the end of Roy Road and parking issues.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- e. It was moved by Hoffman, seconded by Williams, to approve the project and award the bid for the Little Traverse Township HMA Overlay project on Greenleaf Drive and West Conway Lane to Rieth-Riley Construction Co., Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- f. It was moved by Zulski, seconded by Hoffman, to approve the Graham Road wedging contract with Springvale Township.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- g. It was moved by Zulski, seconded by Williams, to vote for Burt Thompson, Antrim County, for the position of County Road Association Board of Directors for a 3-year term from the Northern Michigan Association of Road Commissions.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE:

- a. Notice was received of the Straits Area Council Meeting at Audie's Restaurant in Mackinaw City on Tuesday, February 7, 2023. Zulski, Williams, and Kleeman will plan attend.

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

- Brutus Road project, east of US 31, was approved in a federal transportation bill for \$1.1 million. There is a 20% match for an approximate amount of \$275,000 and this project will be planned for 2025.
- The townships have received a letter from the county on the ARPA funds available in the amount of \$50,000. A few of the townships have contacted Shank regarding projects they plan to complete with the funds as well as details regarding the match requirement.
- Met with Amada Swiss, Little Traverse Bay Bands of Odawa Indians, regarding tribal funds in the amount of just over \$1,000,000 to be used for Robinson Road in 2023; beginning at State Road and going east about one half mile past Moose Jaw Road for about 2.5 miles. During the second year, the plan is to get it finished all the way east to N. Pleasantview Road; it may stretch into a third year before completion.
- MDOT's US 31 project will require a substantial amount of ditching but they are unaware of any easements to the lake. Williams discussed several ditches going to the lake that are choked and not doing what they should be doing. There was discussion that MDOT does not have any deeded easements for this area. Horrocks discussed the marking and plans for ditching and clearing of trees on this project.

ENGINEER-TECHNICIAN'S REPORT: Horrocks offered the following:

- Further discussed tree clearing on the US 31 project.
- Lamkin Road has been affected by weather again but the area is being monitored and maintained.
- Four projects have bids due on February 14, 2023:
 - Fochtman Industrial Park Drive
 - East Hathaway Road
 - Camp Petosega Road
 - Mission Road
- Annual bids are due on February 15, 2023
- Other Projects that will go out for bids soon:
 - Intertown Road – from Lake Grove Road to Resort Pike
 - Pleasantview Township - Shepherds Rest and West Hamlet areas
 - Robinson Road - BIA project from State Road then east past Moose Jaw Road
 - Lower Shore Drive over Five Mile Creek concrete box culvert
 - M119 MDOT Culvert project by Five Mile Creek Road
- Mileage Certification maps will be worked on soon.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik stated he just returned from weighmaster training along with Beach and Drayton; it was a valuable training.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported he has put out bids for two trucks that will be due March 6, 2023.

ROAD FOREMAN'S REPORT: Gray stated they have been plowing and patching potholes as well as cutting trees on Catob, Manitou, Warwick, and Emmet Heights roads. Zmikly stated they have been dealing with snow and ice as well as patching potholes and working on trees.

FINANCE DIRECTOR'S REPORT: Kleeman stated a new employee for the Accounting Clerk position will begin on Monday, January 30.

COMMISSIONERS' REPORT: Commissioner Zulski asked for Kleeman to set up accounts to begin saving for the matches on the federal projects.

Commissioner Williams asked if the bike path is part of the Brutus Road project and Shank stated the project was not designed and the funding not obtained for this and it would also require the grade to be changed to accomplish this. Unless other funding could be obtained for a bike path, it is not part of the current project.

PUBLIC COMMENT:

- a. Ed Kuligowski, Pleasantview Township Supervisor – Thanked the Board and Shank for their availability in answering questions since the transition of the position.

Commissioner Zulski recessed the meeting at 8:37 a.m.

Commissioner Zulski called the Little Traverse Township Annual Meeting to order at 9:00 a.m.

Little Traverse Township officials were welcomed and introductions made:

Bill Dohm, Supervisor

Ken Garver, Trustee

Joe Chattaway, Trustee

Sherry Duntley, Clerk

Connie O'Neill, Treasurer

Commissioners Zulski, Williams, and Hoffman were present along with staff: Shank, Godzik, Kleeman, Horrocks, and Gray.

Shank discussed road ratings that were distributed last fall. He also discussed project submission guidelines and getting better pricing with the earlier bids.

Dohm stated last year's projects turned out excellent. He then inquired about the process for accepting bids and signing contracts. Shank relayed the Board approves the project and accepts the bids and allows Shank or Kleeman to sign any project related documents. Shank will email Dohm with bid results when they are opened.

Dohm asked Shank to see if the cost for an additional inch of asphalt to get to 3" instead of 2" on the overlays would be a possibility with the bid savings. Shank stated he will check on the bid prices for the extra inch and get back with him.

Shank inquired if the township had any maintenance concerns. Dohm discussed East Hathaway and the township's commitment for \$190,000 and if the project comes in lower will that amount change and Shank confirmed yes it would go down. Dohm stated they have more projects in the works depending on this project's cost.

Dohm discussed getting McBride Park out of a category 3 to get the roads to a rating of 4. He also discussed signs that need to be handled as soon as possible as some of them are in very poor condition, he specifically mentioned McBride Park. Shank discussed the process and when bids will go out for the signs. Dohm feels he may have more money for another project and inquired how the timing will work. He discussed West Hathaway, from Pleasantview to Hedrick Road, and grinding out the old shingles or doing an overlay on this. Shank believes the shingles perform fine in a buried layer. McBride Park was discussed as far as the surface of the asphalt and the amount of commercial traffic. Kip Road was discussed and Gray discussed how the road is maintained. Beach Road was brought up by Chattaway and Dohm mentioned he has been working with the residents and they may consider the asphalt policy if the road commission needs more work. Zulski mentioned the northern townships will probably plan for a lot of the asphalt policy funds.

Dohm asked for a primary road list and future plans. Shank stated the primary road plan is on the website and he will get him a copy.

Garver inquired on the intersection of Hathaway and Pleasantview Road. Shank stated the tribe is currently designing a round-a-bout for this intersection. Garver then inquired on who has the say regarding a round-a-bout and Shank answered the road commission board. Zulski stated the changes made at the intersection seem to have decreased the amount of accidents and the cost of a round-a-bout seems like a lot and the funds could be used elsewhere. Round-a-bouts were discussed in detail; the likes and dislikes, and the positive aspect seems to be they decrease the severity of accidents. Duntley mentioned changing the blinking light to a solid red light. Garver asked why is it so hard to get a No Passing sign in this area? Shank stated it is on his list to address this when the lines are painted this year.

Dohm discussed past tribal funding as well as township funding and stated that he is not adamantly opposed to the round-a-bout but feels the funds could be used better on another project. Zulski stated the local township should have a major say in this project. Other options could be looked at instead of a round-a-bout. Dohm feels they are an obstruction and he is also concerned about the communication on this decision by the tribe.

Williams discussed the proposed detour route for US 31 and the probability that more traffic will begin to continuously use this route. He discussed widening and adding lanes and well as

cutting down the hill to the north to improve visibility at the intersection. Maintenance of round-a-bouts was also discussed. Shank discussed there is a lot to consider before this is decided and Dohm thanked Shank for considering all the options to improve this intersection and being willing to look for other options. Dohm stated he would be willing to put some funds into getting the hill to the north lowered or other options.

Dohm inquired about the planning by MDOT for the project through Conway. Shank responded they are tentatively going from North of Alanson through Blumke Road and two years later, 2025, they will go from Blumke Road to Graham Road.

Duntley thanked the staff for handling the water flow issue on North Conway Road.


Commissioner Zulski thanked Little Traverse Township and recessed the meeting at 9:33 a.m.

Commissioner Zulski called the meeting to order at 9:52 a.m. Wendy Hardt from MCRCSIP conducted a Road Commissioner Refresher and Orientation Training.

Commissioner Zulski adjourned the meeting at 11:52 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date