

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, June 22, 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

Mark Hoffman - Member

Commissioners Absent:

Wade Williams – Vice Chairman

Staff Present:

Brent Shank – Engineer/Manager

James Godzik – Permit/CADD Technician

Ed Zmikly – North Road Foreman

Bob Genson – Equipment Superintendent

Lisa Kleeman – Finance Director/Clerk

John Gray – South Road Foreman

Travis Horrocks – Engineer Technician

Guests Present:

John Eby – Maple River Twp. Supervisor

Mary Zulski

Don Mapes – Emmet County Commissioner

Bill Dohm – Little Traverse Twp. Supervisor

Ken Talsma, CPA-Anderson, Tackman & Company

Guests Present via Zoom:

David White - Emmet County Commissioner

Dave Boyer – Emmet County Administrator

Sarah Krupa – Readmond Township Clerk

Jim Bartlett–West Traverse Twp. Supervisor

MINUTES:

It was moved by Zulski, seconded by Hoffman, to approve the regular and closed session minutes of June 8, 2023.

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 2326 for checks 50506 through 50527 in the amount of \$221,767.33 and Voucher 2327 for checks 50528 through 50578 in the amount of \$1,108,257.02.

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 2328 for checks 58078 through 58093 in the amount of \$103,495.73.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS:

- a. 8:05 a.m. Ken Talsma of Anderson, Tackman and Company PLC – Mr. Talsma presented the 2022 Audit Report. It was moved by Zulski, seconded by Hoffman, to accept the 2022 Financial Audit Report from Anderson, Tackman and Company PLC.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Hoffman, seconded by Zulski, to award the bid for Wheeling Road HMA Ultrathin Overlay project in Carp Lake Township to Rieth-Riley Construction Co., Inc.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

- b. It was moved by Zulski, seconded by Hoffman, to authorize the engineer/manager and finance director to sign the agreement with Friendship Township for wedging on Terpening Road.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

- c. It was moved by Hoffman, seconded by Zulski, to vote for Brett Laughlin, Ottawa CRC, for the MCRCSIP Board of Directors At-large Representative and to vote for Brent Shank, Emmet CRC, and Tony Casali, Isabella CRC, for Northern Representatives.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

- d. It was moved by Hoffman, seconded by Zulski, to move the July 20, 2023, board meeting to Monday, July 24, 2023.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

CORRESPONDENCE:

- a. MCRCSIP Annual Meeting Notice was received. This meeting is scheduled for July 19-20, 2023, at the Soaring Eagle Hotel in Mt. Pleasant. Shank and Hoffman will plan to attend.

ENGINEER-MANAGER'S REPORT: Shank reported on the following:

- PASER Ratings are complete; reports should be out by the end of July with township meetings scheduled for October.
- CRA is continuing to work on a Monarch Butterfly conservation agreement to preserve milkweed habitat. We need enter into this agreement as it will help with not having to complete a Section 7 consultation with US Fish and Wildlife for our road projects and maintenance projects. This is being facilitated by the University of Illinois and CRA's Wetland Banking Board and there will probably be a cost to join this agreement.
- Hayes Township in Charlevoix County would like to rezone the area that contains our Bayshore gravel pit to mining impaired and this would require a special use permit for any future mining activity. The township plans to rezone this area to residential or light commercial use. Reith-Riley inquired if we wanted to get involved and have our attorney look at this. There Board expressed no interest in getting involved at this time.

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

- Roy Road in Springvale township has been paved and restoration is complete.
- Pleasantview Township overlay project was paved yesterday and restoration should be completed by the end of next week.
- Krause Road project began last week.
- We are not quite halfway through the asphalt projects for the year; 14,500 tons out of 30,000 total tons of asphalt for the year have been placed.

- Douglas Lake Road Bridge delivery is still unknown; this project will begin after the bridge arrives.
- Robinson Road Project should begin about the third week of July.
- Intertown Road will begin while Krause Road is being paved, hopefully the middle of July.
- Fochtman Industrial Park Drive project is waiting for a sewer tap before this project can begin.
- Division Road was ground for pavement markings and were placed yesterday.
- There was discussion on Lake Shore Drive's 2024 project.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik discussed the update on Cemetery Road in West Traverse Township regarding Wilkinson's permit; all permits are current, and the project is going well.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported summer maintenance is occurring; going through sanders. He and the Sign Technician went to look at a sign truck at Chippewa County yesterday. Two of the three new trucks have arrived; hopefully they will be ready by the start of winter.

ROAD FOREMAN'S REPORT: Zmikly stated they recently finished wedging projects for now and will do more when asphalt is available. They have been placing shoulders on the wedging projects, mowing, patching, and installed a large culvert on Ball Road. They also used both crews to work on potholes on Lake Shore Drive and are now working on Lakeview Road. Gray stated both mowers are out on MDOT highways with primary and local roads to follow. His crew has also been working on ditching, berm removal, and patching.

FINANCE DIRECTOR'S REPORT: Kleeman updated the board on the following:

- Chelsea Ellis is beginning on Monday, June 26 in the Administrative Assistant position.
- Distributed and briefly discussed the 2022 Annual Report.
- Distributed and briefly discussed the 2023 Cash Budget through 06/22/23.
- MERS Annual Actuarial Valuation Report for 12/31/22 has arrived and the funded ratio is at 81%, up from 78% for 12/31/21.

COMMISSIONERS' REPORT: None

PUBLIC COMMENT:

- a. Bill Dohm, Little Traverse Township Supervisor – Called attention to page 28 of the Annual Report, the reduction in road ratings, and the reason for the change. Shank stated he would be glad to discuss this with Dohm and further discussed the process and quality control on primary road ratings. Dohm asked what is it going to take to get us back into better ratings? Shank discussed the reason for the change, recognizing the road surface deficiencies and not the ride, as well as improvements that change the

rating. Dohm stated he has lost confidence in the rating system and it is discouraging. There was much discussion on standard for ratings; past and present.

- b. Sarah Krupa, Readmond Township Clerk - Inquired on the rating system, cracking in the road, and the cause for cracking, whether the cause is structural or not, and then the reason for the structure issues. She asked the depth of pavement on roads and Shank answered primary road systems get 3 inches of pavement and local roads generally get 1.5 to 2 inches of payment.
- c. John Eby, Maple River Township Supervisor – He has never trusted the PASER system and told his board to ignore it and use common sense for road decisions in his township. He is happy to go along with Shanks management on this issue.

Commissioner Zulski recessed the meeting at 8:58 a.m.

Commissioner Zulski reconvened the meeting at 9:05 a.m.

CLOSED SESSION:

It was moved by Zulski, seconded by Hoffman, to go into closed session at 9:05 a.m. to discuss collective bargaining agreement negotiations; MCL 15.268(c).

Roll Call Vote:

Aye: Zulski

Aye: Hoffman

Absent: Williams

Motion carried

It was moved by Zulski, seconded by Hoffman, to go back into open session at 9:20 a.m.

Roll Call Vote:

Aye: Zulski

Aye: Hoffman

Absent: Williams

Motion carried

Commissioner Zulski adjourned the meeting at 9:21 a.m.

Approved

July 6, 2023

Lisa Kleeman, Finance Director-Clerk of the Board

Date