

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 1, 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 Wade Williams – Vice Chairman Mark Hoffman - Member

Staff Present:

Brent Shank – Engineer/Manager Bob Genson – Equipment Superintendent
Travis Horrocks – Engineer/Technician Lisa Kleeman – Finance Director
John Gray – South Road Foreman Ed Zmikly – North Road Foreman

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor John Eby – Maple River Twp. Supervisor
Alyce Conrad – Springvale Township

Guests Present via Zoom:

Thomas Miller – Trails End Bay Property Assoc. David Boyer – Emmet County Administrator
Sandy Planisek – Mackinaw News Paul Schemanski – Resort Township Trustee
Lisa Fineout – Readmond Township Supervisor Jim Bartlett – West Traverse Twp. Supervisor
Emma Radatovich – Bear Creek Twp Clerk Dennis Keiser – Bear Creek Twp. Supervisor

Staff Present via Zoom:

Michelle Main – Administrative Assistant

MINUTES:

It was moved by Zulski, seconded by Williams, to approve the regular session minutes of August 18, 2022.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Hoffman, to approve accounts payable for payment of Voucher 2234 for checks 49636 through 49637 in the amount of \$2,300.98.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

It was moved by Williams, seconded by Zulski, to approve accounts payable for payment of Voucher 2235 for checks 49638 through 49657 in the amount of \$355,299.62.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Hoffman, seconded by Williams, to approve payroll and electronic direct deposits for Voucher 2236 for checks 57573 through 57598 in the amount of \$121,681.63.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. Alyce Conrad, Springvale Township – Asked for a status on Tower Road and Shank stated the work on Tower Road is complete.

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Williams, to sign the contract with Rieth-Riley, Inc., for the Lamkin Road gravel upgrade project.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Hoffman, seconded by Williams, to approve a resolution authorizing Robert B. Shank, Engineer-Manager, and Lisa M. Kleeman, Finance Director, to Docusign MDOT Contract 22-5148 for the 2022 Project – MDOT US 31 Detour Route.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Hoffman, seconded by Zulski, to award the MDOT North Region Forestry Mulching bid to Treeworks, Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

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

- New budget tool is being completed to tie the cash budget to the Act 51 budget.
- Road rating reports will be completed in the next week or so and sent to the townships so 2023 projects can begin to be planned. Hoffman requested the reports be emailed to the Board.
- Springvale Township and Lamkin Road gravel projects should begin by end of the month.

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

- Levering Road is complete; some shoulder gravel may be added in the next few weeks.
- Powers Road from N. Conway Road to township line, N. Conway Road from US 31 to Powers Road, and W. Conway Road mill and fill is completed. Shoulders will probably be completed tomorrow. Paint on W. and N. Conway is planned for today.
- Cross Village Township Lake Shore Drive project is in process; some grade issues are being resolved. A catch basin location will be moved near Legs Inn.
- Powers Road curve relocation, Milton Road, and Wilderness Park Drive projects will begin in the middle of September.
- Robinson Road Bridge pile driving will begin Tuesday.
- Country Club Road is in progress and should be completed by end of next week.
- Crack Sealing crew is working very well.
- Bear Creek and Resort Township ultra-thins and overlays are all completed.

PERMIT/CAD TECHNICIAN'S REPORT: None

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported the new MowerMax is outside and there was some discussion on training, operation, and design of the machine. The mechanics are just about finished with maintenance for the summer and winter preparation will begin in about three weeks.

ROAD FOREMAN'S REPORT: Gray stated they have been patching, ditching, blading, berm removal, and getting ready for winter. Zmikly stated they been doing a lot of patching, gravel shoulders on wedging projects, and finished stumping or flush cutting of stumps on Wilderness Park Drive.

FINANCE DIRECTOR'S REPORT: Kleeman distributed and discussed MTF for July to be received in September; the lowest amount this calendar year. She thanked Tori Thompson and the crew members who worked at the fair this year; Gray and Hoffman offered positive comments also.

COMMISSIONERS' REPORT: Commissioner Zulski thanked Thompson and the crew for their efforts at the fair.

Commissioner Hoffman offered positive comments about the fair booth; he suggested having a video available at the booth of snow plowing. He also discussed there is a tree down on our guardrail on Pickerel Lake Road; Gray commented he is aware of the situation as the tree is leaning on a line and involves Parish Communications.

Commissioner Williams discussed the need for brushing the ditches in Maple River Township where the paving was completed. Zmikly discussed mowing and priorities.

PUBLIC COMMENT:

- a. Bill Dohm, Little Traverse Township Supervisor – He is very impressed with the quality of the work Rieth-Riley is doing this year and offered his compliments. Shank mentioned we have a good employee overlooking the jobs.

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

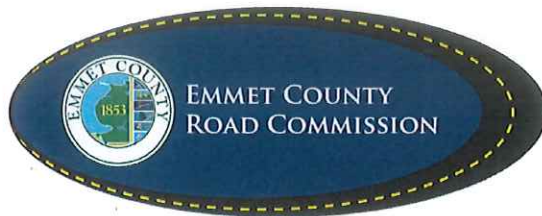


Lisa Kleeman, Finance Director-Clerk of the Board

9-19-22

Date

Wade Williams
Mark W. Hoffman
Frank Zulski, Jr.
Brent Shank, PE
Engineer-Manager
Lisa Kleeman
Finance Director



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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 September 1, 2022:

It was moved by Hoffman, seconded by Williams, to approve a resolution authorizing Robert B. Shank, Engineer-Manager, and Lisa M. Kleeman, Finance Director, to Docusign MDOT Contract 22-5148 for the 2022 Project – MDOT US 31 Detour Route.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

RESOLUTION

WHEREAS, the Michigan Department of Transportation (“MDOT”) has presented a proposed contract for funds necessary to prepare a detour route to be used as MDOT performs construction along Highway US-31 from Blumke Road to Milton Road in 2023 and along Highway US-31 from Graham Road to Blumke Road in 2025; and

WHEREAS, the project involves hot mix asphalt base crushing and shaping and resurfacing work along North Milton Road from Valley Road to Highway US-31, including shoulder trenching, aggregate base, and gravel base work; double seal coat and fog coat work along Powers Road from High US-31 to Moore Road; curve relocation work along Powers Road from Moore Road to Luce Street; double seal coat and fog coat work along Powers Road from Luce Street to North Conway Road; hot mix asphalt milling and resurfacing work along North Conway Road from Highway US-31 to Powers Road and along West Conway Road from Highway US-31 to the railroad crossing; together with necessary related work, located within Emmet County; for Contract 22-5148, Job Number 216685CON;

NOW, THEREFORE, BE IT RESOLVED THAT, the Emmet County Board of Road Commissioners approve the signing of the contract with MDOT for the project, as stated above, and hereby authorize the Engineer-Manager, Robert B. Shank, and Finance Director, Lisa M. Kleeman, to sign Contract No. 22-5148;

I hereby certify that the above is true and adopted by the Board of Emmet County Road Commissioners at their regular board meeting on September 1, 2022, 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