

MINUTES  
EMMET COUNTY ROAD COMMISSION  
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in regular session at the offices in Harbor Springs on August 9, 2018. The Chairman, Frank Zulski, called the meeting to order at 8:00 a.m.

Commissioners Present: Frank Zulski-Chairman, Leroy Sumner-Vice Chairman, Larry Williams-Member

Staff Present:

Brian Gutowski - Engineer-Manager

James Godzik - Permit/CADD Tech

Lisa Kleeman - Finance Director/Clerk of the Board

Shawn Beckman-Project Manager

Robert Genson - Equipment Superintendent

James Kargol & John Gray- Road Foremen

Guests Present:

Toni Drier – Emmet County Commissioner

Cindy Baiardi – West Traverse Township

Bill Dohm - Little Traverse Township

John Eby – Maple River Township

Gordon & Edith Kruskie – Readmond Township

Tom Miller - TBPA

Dennis Keiser - Bear Creek Township

Ray Matthews - State Road

MINUTES: It was moved by Leroy Sumner, seconded by Larry Williams, to approve the open meeting minutes of July 26, 2018.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1831, checks numbering from No. 44582 to No. 44649, in the amount of \$894,563.87, was presented for approval. It was moved by Leroy Sumner, seconded by Frank Zulski, to approve accounts payable for payment of the same.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

PAYROLL: Voucher No. 1832 for Payroll No. 16, checks numbering from No. 53356 to No. 53417 for regular payroll, in the amount of \$98,495.10, was presented for approval. It was moved by Larry Williams, seconded by Leroy Sumner, to approve payroll for payment of the same.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. John Eby, Maple River Township Supervisor, asked if there is any further information on asphalt prices as the February estimate for Devil's Elbow would not be valid anymore due to price changes.
- b. Ray Matthews, West Traverse Township, inquired about a driveway permit for State Road. Godzik summarized the proposed permit regarding site distance issues. Embankment causing problems could be moved into a low spot giving required visibility. To address the safety issue, the Road Commission would need a grading easement which Mr. Matthews said he would give. Commissioner Zulski would like to inspect this area after it is staked for proposed changes as well as receive an estimate of construction time and re-address at the August 27<sup>th</sup> meeting.

APPOINTMENTS:

- a. 8:15 a.m. Public Hearing regarding the Pleasantview Road reconstruction project from Stutsmanville Road to Tower Road for 2.50 miles in Pleasantview Township. It was moved by Larry Williams, seconded by Leroy Sumner, to begin the public hearing.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

Gutowski announced there have been no comments received prior to the public hearing and it was advertised in the Harbor Light Newspaper. There were three calls for comment. Receiving no additional comments, it was moved by Leroy Sumner, seconded by Larry Williams, to end the public hearing.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

NEW BUSINESS:

- a. Discussion occurred on the 2019 Wilderness Park Drive Federal-Aid Project. Gutowski announced that surveying is occurring this week marking the right-of-way. The road pavement is currently 22 feet wide but the proper federal aid minimum standard is 28 feet. Every effort will be made to move the road to the east when possible during the widening process. The Road Commission has 66 feet of platted right-of-way which is owned, not an easement, and has a responsibility to widen the road for safety. He also stated he had received an email from the

Trailsend Bay Property Association that threatened the Road Commission with a lawsuit if they proceeded with the project and septic systems or other items had to be moved.

Tom Miller, president of the Trailsend Bay Property Association, offered comments that they are pleased with working with the Engineer-Manager and clarified the email did not say the association would sue, only that property owners may choose to sue. The Association's concerns are of safety; getting the speed limit dropped due to blind driveways and the poor condition of the road. They are in favor of the road project and moving the road to the east away from the buildings. While it is not the responsibility of the Road Commission, buildings and improvements have been approved for decades, by the county, based on the location of the road not the right-of-way. They are pleased that the survey is occurring and he again expressed his appreciation and stated he is very pleased working with Gutowski.

Commissioner Zulski commented we do not want to lose federal funding and safety is a priority. While the Road Commission can't do anything about the speed limit, widening the road will help with safety.

- b. It was moved by Frank Zulski, seconded by Leroy Sumner, to sign the contracts with RMD Holdings for installation of guardrail on the Woodland Road Bridge.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- c. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contracts with Teamsters Local No. 214 for 2019-2023. Commissioner Zulski expressed the Board's appreciation in working with the Union and the crew's dedication.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- d. It was moved by Leroy Sumner, seconded by Larry Williams, to vote for the three candidates running for the three openings on the CRASIF Board of Trustees.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- e. It was moved by Frank Zulski, seconded by Larry Williams, to designate Lisa Kleeman as the Officer Delegate for the MERS 2018 Annual Meeting and Ron Swiss as the Officer Alternate.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- f. It was moved by Frank Zulski, seconded by Larry Williams, to order four (4) snowplow trucks to replace old equipment. These would likely be completed and delivered in mid to late 2019.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

**CORRESPONDENCE:**

- a. Notice was received of a meeting to be held on Thursday, August 23, 2018, at Tree Tops in Gaylord at 10:00 a.m. until 2:00 p.m. with legislators from Northern Michigan regarding road funding for rural versus urban agencies. Commissioners Sumner and Zulski as well as Lisa Kleeman are planning to attend.

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

- Grade inspection meeting with MDOT on guardrail safety project August 13, 10:00 a.m.
- Next meeting is August 27 not August 23. Bids will be reviewed for Pleasantview Road.
- Jury Duty scheduled for August 15
- MCRCSIP Meeting August 22 and 23
- Chip seal lawsuit update was given. Both companies officially rejected the proposed settlement. August 20, 2018 there is a Settlement Hearing before Judge Johnson at the Emmet County Courthouse at 10:00 a.m. Commissioner Zulski also plans to attend.

**SUPERVISOR'S REPORT:** Beckman reported a lot of invoices have been reviewed and finalized for payment. The Emmet Heights project was to be paved yesterday but didn't pass grade inspection so it has been postponed until Saturday. Our crews are finishing Osborne Road with restoration work on Wednesday. Larks Lake Road will be paved on Monday. Reed Road project will be starting Monday with removing culverts, and pile driving will begin August 20. The crew will move to Pickerel Lake Road also on August 20. Woodland Road Bridge Project started August 6 and the old structure has been removed and siphons should be in today. Mileage Certification Maps have been approved by MDOT and will be posted on the agency website for the public to have access to.

Page 5

Minutes of 08/09/18

Board of Emmet County Road Commissioners

PERMIT/CAD REPORT: Godzik reported his items were taken care of earlier in the meeting.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported his items were also handled earlier in the meeting.

COMMISSIONERS' REPORT: Commissioner Zulski commented the wedging projects have been a good safety improvement to our roads.

ROAD FOREMAN'S REPORT: Kargol reported wedging projects are winding down and ditching, culverts, tree work will be starting.

FINANCE DIRECTOR REPORT: Kleeman reported attending the Northern Clerks Association Meeting along with Administrative Assistant Tori Thompson on July 31, 2018. Attorney Wendy Hardt of Michael R. Kluck & Associates gave a presentation titled Roles and Duties of a Board Clerk. Kleeman also asked the Board for permission to change the purpose and name on the Chemical Bank Account ending in 7003878 from HRA to Equipment. This would designate these funds as committed to purchasing equipment only and would take Board action to use these funds for any other purpose. Zulski asked this to be brought to the next meeting for a decision.

PUBLIC COMMENT: None

With no further business, Commissioner Zulski adjourned the meeting at 8:37 a.m.



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Lisa Kleeman, Finance Director/Clerk of the Board

08-27-18

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Date

