

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, April 14, 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

Commissioners Present via Zoom (Non-quorum and Non-voting):

Mark Hoffman - Member attending from Bradenton, Florida

Staff Present:

Brent Shank – Engineer/Manager

Travis Horrocks – Engineer/Technician

James Godzik – Permit/CADD Technician

John Gray – South Road Foreman

Bob Genson – Equipment Superintendent

Lisa Kleeman – Finance Dir./Board Clerk

Guests Present:

Don Mapes - Emmet County Commissioner

Bill Dohm – Little Traverse Twp. Supervisor

Dennis Keiser – Bear Creek Township Supervisor

John Swartout

Guests Present via Zoom:

David White - Emmet County Commissioner

Dave Boyer – Emmet County Administrator

Al Welsheimer-Bear Creek/Resort Twp. Fire Chief

Staff Present via Zoom:

Michelle Main – Administrative Assistant

MINUTES:

It was moved by Zulski, seconded by Williams, to approve the regular session minutes and closed session minutes of March 31, 2023.

Ayes: Williams, Zulski

Nays: None

Non-Voting: Hoffman

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Zulski, to approve accounts payable for payment of Voucher 2315 for checks 50330 through 50375 in the amount of \$356,520.62.

Ayes: Williams, Zulski
Nays: None
Non-Voting: Hoffman
Motion carried

PAYROLL:

It was moved by Zulski, seconded by Williams, to approve payroll and electronic direct deposits for Voucher 2316 for checks 57987 through 58005 in the amount of \$112,141.36.

Ayes: Williams, Zulski
Nays: None
Non-Voting: Hoffman
Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. Discussion was held regarding a possible commercial driveway request by Manthei Development on Fochtman Industrial Park Drive (specifically the portion more commonly known as Commerce Court) along with a request to eliminate the required turnaround for snowplowing. There was much discussion on how best to accommodate both situations that may possibly involve abandoning a portion of the road and renaming a section. Engineer-Manager will discuss options with Manthei Development.

CORRESPONDENCE:

- a. Notice of Straits Area Council Meeting at Audie's Restaurant in Mackinaw City on Tuesday, May 2, 2023, was received. Shank, Hoffman, and Kleeman will plan to attend; Zulski and Williams are tentatively scheduled.

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

- Met with Little Traverse Bay Bands of Odawa Indians regarding a preliminary design that has been completed for a round-about at the intersection of Hathaway Road and Pleasantview Road. A stakeholder's meeting has been scheduled for May 4, 2023, 10:30 a.m. at Little Traverse Township Hall. Zulski offered comments regarding the safety and education he has obtained by his observation of a roundabout in Gaylord regarding the impressively smooth flow of traffic when school was let out. There was discussion on the layout and property requirements to construct a roundabout. Dohm stated the township is fundamentally opposed to this as well as one of the property owners, but he has looked at all the options and will be open to looking at this suggestion; his main focus is to support the township people and deal with traffic capacity. Zulski asked

Dohm to see if the date and time will work for his township board so all the stakeholders can be involved.

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

- Bids are out for the road sign upgrade project as well as the Maple River Road Bridge epoxy project.
- Lower Shore Drive over Five Mile Creek project is still waiting for some engineering to be completed.
- Preconstruction meetings are done for about 80% of the projects.
- Douglas Lake Road Bridge project preconstruction meeting is today at 11:00 a.m.
- MDOT's US 31 project, Alanson portion, has begun and should be done by Memorial Day.
- East Hathaway Road project will begin May 1.
- PASER training was completed yesterday; local roads will be rated hopefully the first week of June.
- Last year's projects will receive some cleanup:
 - Milton Road bumps will be smoothed.
 - Lamkin Road is shaping up nicely and Rieth-Riley will be back soon to complete some cleanup.
 - Trails End Road drainage issue is being handled; this road is also drying up well.
- Equipment auction goes live on Tuesday, April 18; everything has received a bid so far.
- He will let you know when the projects start; Atkins, Krause, and Hathaway Road projects are starting soon.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik stated weight restrictions were lifted Wednesday, April 12. Permits are beginning to ramp up. Weighmaster statistics for the year are:

- 26 recorded stops
- 8 citations issued
- 14 courtesy weighs completed
- Over 10,000 miles were logged while patrolling roads, as well as a lot of education.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson stated they are in full swing switching trucks over; paving should begin May 24. Zmikly and Gray have brush cutters out and well as brooms.

ROAD FOREMAN'S REPORT: Gray stated after today all gravel roads should have had one pass completed. Bellmer Road has been closed due to water issues. They have been working on tree clean up and patching.

FINANCE DIRECTOR'S REPORT: Kleeman informed the Board she will be attending a CRASIF Board Meeting in Traverse City on May 8, and she and Chevie Hoeksema will be attending the County Road Association's Annual Finance & Human Resources Conference in Traverse City

May 9-11. Today is the deadline for applications for the summer employment program and there are bids due April 19 for the rental of 5 pickups for this program. There are also bids due Tuesday, April 18, for power sweeping on MDOT's right-of-way for intersections and curbs/gutters.

COMMISSIONERS' REPORT: Commissioner Zulski stated he is very appreciative of all the work the crew did this winter to keep the roads safe; he asked Gray to let them know they are greatly appreciated for all the weekends they worked.

PUBLIC COMMENT: None

Commissioner Zulski adjourned the meeting at 8:33 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

4-28-23

Date