

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 23, 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:

Brian Gutowski – Engineer/Manager Brent Shank – Engineer/Manager
James Godzik – Permit/CADD Technician Bob Genson – Equipment Superintendent
Lisa Kleeman – Finance Director John Gray – South Road Foreman

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor Gordon & Edith Kruskie – Readmond Twp.
David White - Emmet County Commissioner John Eby – Maple River Twp. Supervisor

Guests Present via Zoom:

Paul Schemanski – Resort Township Trustee Thomas Miller – Trailsend Bay Property Assoc.

Staff Present via Zoom:

Tori Thompson–Human Resources/Payroll Clerk

MINUTES:

It was moved by Hoffman, seconded by Williams, to approve the regular session minutes of June 9, 2022.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Zulski, to approve accounts payable for payment of Voucher 2224 for checks 49405 through 49448 in the amount of \$239,325.13.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll and electronic direct deposits for Voucher 2225 for checks 57443 through 57468 in the amount of \$110,336.21.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Williams, to sign the Real Estate Purchase Agreement with MDC Contracting, LLC., for the Bay Shore Pit in Hayes Township, Charlevoix County.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Williams, seconded by Hoffman, to sign the contract with Bliss Township for asphalt wedging on portions of Pleasantview Road, Lakeview Road, and Gill Road.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Zulski, seconded by Williams, to sign the contract with Tri-County Excavating for gravel upgrades in Springvale Township on Trailsend Road, Ellsworth Street, and Stanley Court.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Williams, seconded by Hoffman, to sign the contract with Wawatam Township for sealcoat on Ester Lane.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- e. It was moved by Hoffman, seconded by Zulski, to vote for Lester Livermore as an At-Large candidate for the MCRC SIP Board of Directors.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- f. It was moved by Zulski, seconded by Williams, to approve Policy No. 2022-013: Gravel Pits.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- g. It was moved by Zulski, seconded by Williams, to approve Policy No. 2022-014: Tree Removal.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- h. It was moved by Williams, seconded by Hoffman, to approve Policy No. 2022-015: Road Abandonment.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

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

- MCRCSIP Meeting next week in Glen Arbor to determine refund status.
- Next board meeting the following bids will be available for award:
 - Lake Shore Drive-Revised bid specifications with September 15 completion date.
 - Bear Creek Township-Ultra thins
 - Bear Creek Township-Atkins Road undercut
- Budget update will be available at the next board meeting.

Shank offered the following update on construction:

- West Traverse Township ultra-thin project is beginning today on Quick and Ridge Road and tomorrow on Charlie's Run
- Little Traverse Township ultra-thin project will begin tomorrow on Heydey, Warren, and Church Street
- Little Traverse Township overlay project on Hedrick Road will begin next week or the week after
- Levering Road project has been moved up to start on July 11. Commissioner Williams inquired about material to be placed by the ball field to improve the shoulder area and Shank confirmed there are plans to address it.

ENGINEER-TECHNICIAN'S REPORT: None

PERMIT/CAD TECHNICIAN'S REPORT: Godzik requested for the Board to deny Permit 2021R0041 by Spierling Trucking on March 8, 2021 for a commercial driveway leading to a gravel pit. He gave a detailed history of the permit with requested waiver details; specifically, the request to widen the driveway entrance and install tip up curbs instead of concrete curbs. After many attempts to communicate, this applicant has not complied with updating the driveway to applicable standards. Godzik has addressed multiple violations with driveway use and has communicated several times with applicant. Zulski stated in retrospect there was a mistake made in allowing the tip-up curbs with regards to keeping compliance requirements the same for all permit applicants. He commented this applicant has had over a year to comply and has not; this driveway needs to be shut down. Williams also had questions and comments on site distance requirements and setbacks. Hoffman inquired on the cost of different curbs.

It was moved by Zulski, seconded by Williams, to deny Permit 2021R0041 effective today, for Attorney Henn to be contacted to draft a letter, and for a violation notice to be posted today stating the driveway can no longer be in legal use.

Roll Call Vote:

Hoffman – Aye

Williams – Aye

Zulski - Aye

Nays: None

Motion carried

EQUIPMENT SUPERINTENDENT'S REPORT: Genson stated they have been completing regular summer maintenance. The mower from Flint-New Holland is back at the agency after almost two years.

ROAD FOREMAN'S REPORT: Gray stated mowing has begun, culverts have been placed on Pickerel Lake Road at Silver Creek, and the second round of dust control will begin next Tuesday.

FINANCE DIRECTOR'S REPORT: Kleeman distributed Financial Reports for January through April. The budget amendment process has begun and the plan is to present at the next board meeting. Enbridge will be delivering a lowboy trailer they are donating to the agency on July 7 at 9:00 a.m.

COMMISSIONERS' REPORT: Commissioner Zulski asked for double mowing near the Blissfest area due to pedestrians.

Commissioner Hoffman commented cables are still laying in the grass on Kolinski Road and Mitchell Road. Godzik mentioned Charter requested a permit on Robinson Road and he required a \$62,000 bond due to the fact that mowers will likely hit the cables from their other

unfinished projects. Genson is concerned the mower will be damaged by the cable and Godzik stated Charter has been made aware they will be responsible for damage or injury. Gray inquired on the exact location of the downed cables on Kolinski Road and Hoffman listed several locations. Zulski requested we check the language governing the agency's ability to withhold approving utility permits and Gutowski commented Attorney Henn will address this by letter immediately.

Commissioner Hoffman discussed the DNR has land going out for bid on Gill Road and Gutowski will contact the Wetland Bank to see if this property could be utilized.

Commissioner Williams had questions regarding the Powers Road project and pavement markings due the sanding and sealcoat bleeding.


PUBLIC COMMENT:

- a. Gordon Kruskie, Readmond Township Trustee – Inquired about Lamkin Road project invoice and Kleeman responded it has been invoiced and paid.
- b. Thomas Miller, Trailsend Bay Property Association - Wilderness Park Drive continues to deteriorate; there are potholes upon potholes. Let the public know there is one mile of very bad road; there needs to be a sign placed so they are notified and aware they need to reduce speed. The road is in such a bad condition, he doesn't even know of an appropriate fix.
- c. Bill Dohm, Little Traverse Township Supervisor – Appreciate the mowing is being done early and requested all new policies are sent to township supervisors.
- d. John Eby, Maple River Township Supervisor – Expressed his concern about the pit permit that was denied; the road is being used as a staging area for multiple trucks and it is dangerous for drivers. It was discussed the road cannot be used as a staging area and this is a law enforcement and zoning issue. Kruskie confirmed he is also seeing what has been stated. Gutowski will ask Attorney Henn to address this.

Commissioner Zulski adjourned the meeting at 8:43 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date