

MINUTES  
EMMET COUNTY ROAD COMMISSION  
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in special session at Center Township Hall in Pellston on January 22, 2020, for the purposes of discussing road issues with township officials from Cross Village, Readmond, Friendship, and Center Township.

Commissioners Present: Frank Zulski, Robert Notestine, and Larry Williams

Staff Present: Brian Gutowski – Engineer-Manager, Shawn Beckman – Project Manager, James Godzik-Permit/CADD Tech, and Ed Zmikly-Road Foreman, and Lisa Kleeman-Finance Director/Clerk of the Board.

Guests Present:

Toni Drier, Emmet County Commissioner  
James Kargol, Emmet County Commissioner  
Joan Young, Cross Village Township  
Tom Schellenberg, Cross Village Township  
Edith Kruskie, Readmond Township

Cross Village Township Officials:

Supervisor - Gene Reck  
Trustee – Howard Wood  
Treasurer - Marie Garrett

Readmond Township Officials:

Supervisor – Gordon Kruskie  
Clerk – Sarah Krupa  
Treasurer – Janet Hendricks

Friendship Township Officials:

Clerk – Janell Van Divner  
Trustee – Marty MacGregor

Center Township Officials:

Supervisor – Chris Jurek  
Clerk – Susan St. Amour  
Treasurer – Michelle Zmikly  
Trustee – Bonnie Godzik  
Trustee - Judy Van Avery

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Minutes of 01/22/20

Board of Emmet County Road Commissioners

The Chairman, Frank Zuluski, called the meeting to order at 5:58 p.m. and welcomed Cross Village township officials to the meeting. He gave an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Cross Village Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Cross Village Township is 6.81, down from 7.38 last year. Gutowski went on to show where Cross Village ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 57% good, 43% fair, and 0% poor condition.

Gutowski presented 2020 suggested repairs funded by Cross Village Township for a total of \$128,260. Crack sealing is scheduled for 1.03 miles with road commission funds in the amount of \$2,575. He recommends ultra-thin overlay, paid with township funds and shared with Readmond Township, for \$29,260 on .76 miles. He also suggests a wedge and ultra-thin on a portion of Division Road for \$99,000 on 1.50 miles.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Treasurer Marie Garrett commented about snow plowing on the roads in Cross Village Township which Foreman Ed Zmikly addressed.

Trustee Howard Wood stated the Township would like to fix Lake Shore Road in Cross Village from the post office to the church. He would like the ditches on the south side of the road filled in and culverts or drains placed. Supervisor Gene Reck said each time he deals with us there is a cost overrun to which Gutowski replied there have been contract language changes to help with this issue.

Wood stated the signs coming into Cross Village are so bright they blind you and requested they be installed slightly turned so they don't cause an accident. Gutowski informed him they are installed to

state specifications and also told them of a safety signage project that will take place this year installing additional signs with most of them for Cross Village Township being placed north of the village.

Wood also asked why the road commission is not doing chip seal anymore. Gutowski stated we still use chip seal. Wood asked why Levering Road isn't chip sealed. Gutowski stated Levering Road does not qualify for a chip seal based on the current Paser rating.

There was much discussion on drainage issues in Cross Village and the proper fix. Gutowski stated Cross Village Township's proposed project in the village is an ideal candidate for a consultant to design because of the complex drainage situation. He also stated the Township can use their allocation to help pay for the consultant and estimated the design engineering would cost \$10,000-15,000. Supervisor Reck asked if it would be wise to do this project and Gutowski affirmed it would improve the village vastly. Wood stated he did not want to see curbs and gutters as part of the project. Beckman relayed the process of working with a consultant to get a project designed. Wood asked how the other drain was working that was previously installed and Gutowski stated it was working well but where the drain was coming out was eroding. Reck stated they need to install rip rap. The next step would be to get a model design from the consultant then meet with the township for their input. Gutowski will get the design done this year and use the township's allocation to pay for it but is unsure if the project would be able to be completed before next year.

Gutowski mentioned the BIA is interested in funding a project to fix a drainage issue on Chippewa Drive. They asked him to meet them out on the project and Wood would like to go with him.

Wood also asked about patching pot holes north of the village as it is very dangerous and Gutowski responded the patch crew goes out every day. Wood also asked for assistance on replacing a bridge over Wycliff Creek for snowmobiles to use; he specifically needs engineer drawings.

Gene Reck commented on the Paser Rating System and voiced how the system addresses roads that are damaged to the point they may never get repaired. He believes the system was designed to be used with adequate resources so it appears the worst roads never get addressed because of lack of funds. Gutowski shared the MTF history of not keeping up with inflation and explained how \$12 million was lost and sacrifices were made due to the lack of funding. The largest sacrifices were repairs on primary roads and replacing equipment. Had this funding not been lost, the primary roads would have been repaired and Lakeshore Road is one of them that was on the list but was not able to be completed. Reck stated he understands how the Paser system works and believes there is something missing in how the system address the poorer roads. He was encouraged to contact the Governor on road funding.

With no further business, the Cross Village Township officials left the meeting at 6:40 p.m.

Chairman Zulski welcomed the Readmond Township officials to the meeting at 6:45 p.m. and gave an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Readmond Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Readmond Township is 7.22, down from 7.33 last year. Gutowski went on to show where Readmond ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 67% good, 33% fair, and 0% poor condition.

Gutowski presented 2020 suggested repairs funded by Readmond Township for a total of \$181,720. Crack sealing is scheduled for 2.50 miles with road commission funds in the amount of \$6,250. He recommends ultra-thin overlay, paid with local funds and shared with Cross Village Township, for about \$29,260 on .76 miles but Cross Village Township has decided not to invest in repairing Division Road. He also recommends ultra-thin overlay on 1.98 miles for the amount of \$152,460. Gutowski stated he would focus on Island View for .97 miles of ultra-thin.

Supervisor Kruskie stated they have not yet made decisions on what projects to do as they have questions on allocation and what it can be used for. He knows that the corner of Vorce and Wormwood needs work and signs need to be removed. Kruskie mentioned Hill Road is the priority but the estimate is two years old and he would like a new one. Gutowski asked how wide they wanted the road and Kruskie stated making it wide enough for parking for the festival. There was discussion on spending all the money on Hill Road and not leaving enough for ultra-thins on the roads that need them before they deteriorate and cost more to be fixed.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Kruskie thanked Brian for meeting on the drainage issue on M119. Zmikly stated he has worked with Rob Hall, MDOT Transportation Maintenance Coordinator, who has visited the area and plans to look at this project in the spring.

With no further business, the Readmond Township officials left the meeting at 7:05 p.m.

Chairman Zulski welcomed Friendship Township officials to the meeting at 7:08 p.m. and gave an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Friendship Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Friendship Township is 6.92, up from 6.57 last year. Gutowski went on to show where Friendship ranks amongst the rest of the 16 townships. The township currently has more local roads rated in good condition than fair, with none in poor condition.

Gutowski's 2020 suggested repair funded by Friendship Township would be ultra-thin on 1.98 miles for approximately \$110,375.

Janelle Van Divner stated they would like to do wedging on Wressel Road west of State Road. They also have concerns about the seal coating on Five Mile Creek as it seems to be coming up. She also inquired about the micro surfacing. Gutowski responded that a minimum of 20 miles needs to be done but if other townships want to do this it can be arranged for about \$35,000 per mile. Van Divner is interested in micro surfacing for north Terpening and Boynton.

Van Diver would like trees cut on south Terpening, Five Mile Creek, and west Townline. Zulski believes on Townline, the trees are out of the right of way but if they can get the landowner's permission we could have contractors start working on them.

At this point they are not interested in sharing in LaCount Road. Gutowski will get her information on wedging and see if others are interested in the micro surfacing. Asphalt bids went out today but it may be a month before we have prices. They are expected to be the same as last year or lower.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission

engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

With no further business, the Friendship officials left the meeting at 7:35 p.m.

Zulski welcomed Center Township officials to the meeting at 7:38 p.m. and gave an overview of current financial conditions.

Gutowski reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Center Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition of each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Center Township is 5.91, up from 5.64 last year. Gutowski went on to show where Center ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 28% good, 72% fair, and 0% poor condition.

Gutowski's 2020 suggested repair funded by Center Township would be asphalt wedging of .70 miles on Beckon Road, or any other road, for a total of \$38,500.


Supervisor Jurek said they have been looking at saving until next year to have enough to do a project. He is aware that Canby is getting in worse condition and will look at it in the spring to a make decision.

Susan St. Amour stated Lark's Lake Road needs maintenance.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Gutowski thanked the Center Township Board for allowing the meeting to take place at their facility.

With no further business, Chairman Zulski adjourned the meeting at 7:53 p.m.

  
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Lisa Kleeman – Finance Director/Clerk of the Board

01-24-2020  
Date