

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 May 17, 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, Bob Genson-Equipment Superintendent, Shawn Beckman—Project Manager, James Godzik-Permit/CADD Tech, James Kargol-Road Foreman, and Tori Thompson-Administrative Assistant.

Guests Present:

Gordon & Edith Kruskie – Readmond Township
Toni Drier – Emmet County Commissioner
Bill Dohm – Little Traverse Township

Cindy Baiardi – West Traverse Township
Alice Conrad – Springvale Township
Dennis Keiser – Bear Creek Township

MINUTES: It was moved by Leroy Sumner, seconded by Larry Williams, to approve the open and closed meeting minutes of May 3, 2018.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1819, checks numbering from No. 44284 to No. 44340, in the amount of \$212,975.27, was presented for approval. It was moved by Larry Williams, seconded by Leroy Sumner, to approve accounts payable for payment of the same.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

PAYROLL: Voucher No. 1820 for Payroll No. 10, checks numbering from No. 52996 to No. 53051 for regular payroll, in the amount of \$88,399.46 was presented for approval. It was moved by Leroy Sumner, seconded by Larry Williams, to approve payroll for payment of the same.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Discussion occurred regarding awarding the Lake Grove Road Ultra-thin Asphalt Project to the low bidder as recommended by Resort Township. It was moved by Leroy Sumner, seconded by Larry Williams, to award the bid to Payne & Dolan for \$283,805.00.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- b. Discussion occurred regarding signing the contract with Resort Township for the Lake Grove Road Ultra-thin Asphalt Project. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- c. Discussion occurred regarding awarding the Bear Creek Township Ultra-thin Asphalt Overlay Project to the low bidder as recommended by Bear Creek Township. It was moved by Leroy Sumner, seconded by Larry Williams, to award the Bid to Rieth-Riley for \$156,408.50.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- d. Discussion occurred regarding signing the contract with Bear Creek Township for the Ultra-thin Asphalt Project on nine segments of road. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. Discussion occurred regarding signing the contract with Spierling Trucking for the Scheirschmidt Road Asphalt Overlay Project in Pleasantview Township. It was moved by Frank Zulski, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- b. Discussion occurred regarding signing the contract with Spierling Trucking for the Emmet Heights Road Reconstruction Project in Little Traverse Township. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- c. Discussion occurred regarding signing the contract with Spierling Trucking for the Larks Lake Road Gravel Supply Project in Pleasantview Township. It was moved by Larry Williams, seconded by Leroy Sumner, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- d. Discussion occurred regarding signing the contracts with the State of Michigan for the North Conway Road Project from Hathaway Road to Edwards Road in Little Traverse Township. It was moved by Leroy Sumner, seconded by Larry Williams, to authorize Chairman Frank Zulski and Vice Chairman Leroy Sumner to sign Contract 18-5209 for Job Number 119374A.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- e. Discussion occurred regarding signing the contract with Rieth-Riley for the Larks Lake Road Asphalt Paving Project in Pleasantview Township. It was moved by Frank Zulski, seconded by Leroy Sumner, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- f. Discussion occurred regarding signing the contract with Rieth-Riley for the Straits View Drive Ultra-thin Asphalt Project in Wawatam Township. It was moved by Larry Williams, seconded by Leroy Sumner, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- g. Discussion occurred regarding signing the contract with Bliss Township for asphalt wedging on local roads. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- h. Bids were reviewed for the Atkins Road Reconstruction Project in Bear Creek Township. It was moved by Frank Zulski, seconded by Larry Williams, to award the bid to J & N Construction for the amount of \$364,054.70 with the stipulation that the final payment will be 20% instead of 10% and will be held until the contract is satisfactorily completed.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- i. Bids were reviewed for the Maplewood Road Reconstruction Project in Bear Creek Township. It was moved by Frank Zulski, seconded by Larry Williams, to award the bid to J & N Construction for the amount of \$54,733.30 with the stipulation that the final payment will be 20% instead of 10% and will be held until the contract is satisfactorily completed.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- j. Discussion occurred regarding signing the contract with Bear Creek Township for the Atkins Road Reconstruction Project. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- k. Discussion occurred regarding signing the contract with Bear Creek Township for the Maplewood Road Reconstruction Project. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- l. Discussion occurred regarding the Road Commissioner's Code of Conduct document from the CRA of Michigan as read by Engineer-Manager Gutowski. It was moved by Frank Zulski, seconded by Larry Williams, to adopt the code. This document will be posted to the agency website.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- m. Discussion occurred regarding signing the contracts/agreements for the Woodland Road Bridge over the Maple River Project. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the Notice of Award to Elmer's Construction.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

It was moved by Frank Zulski, seconded by Larry Williams, to sign the Owner's Work Directive Change.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract with Elmer's Construction to excavate the old culverts and install the timber piling and caps.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- n. Discussion occurred regarding signing the contract with Rieth-Riley for the Valley Road Ultra-thin Asphalt Project in Pleasantview Township. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER'S REPORT: Gutowski reminded the Board of the Petoskey Regional Transportation Meeting he will attend with Leroy Sumner today at 1:00 p.m. at Bear Creek Township Hall. Gutowski is also working on the Request for Proposals for the design of Munger Road over the Carp River bridge crossing and Reed Road over the Carp River bridge crossing. He is also working on an RFP for design engineering for Wilderness Park Drive in Wawatam Township.

SUPERVISOR'S REPORT: Beckman reported the crew is working on the Middle Road Bridge abutments. Primary road wedging done by the contractor has been completed with the scope of the project larger than originally planned but the outcome being positive. Township Park Road Ultra-thin project has been completed, Lightfoot Road will be done today, and then Valley Road will be completed on Saturday. Interns are working on traffic counts and beginning culvert inventory. Project design is currently being completed for Martincheck, Zaiger, and Marion Drive.

PERMIT/CAD REPORT: Godzik stated that permits have been busier than ever.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported that most of the equipment has been switched over for summer and the new equipment will be arriving any day now.

COMMISSIONERS' REPORT: Commissioner Zulski discussed the site improvement on Quick and State Road. He also provided positive comments on the Annual Report to the Emmet County Board of Commissioners. Zulski addressed a culvert issue east of the Holy Cross Church on Shore Drive. The culvert has dropped two to three inches and he is concerned about the impact for motorcyclists.

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Board of Emmet County Road Commissioners

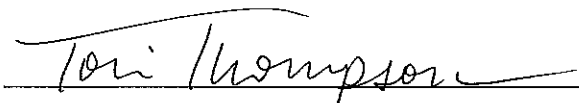
ROAD FOREMAN'S REPORT: Kargol reported ditching, culvert replacement, and dealing with the water from the rain has been keeping them busy. He is also getting requests for dust control and is blading the roads to prepare them for brine.

FINANCE DIRECTOR REPORT: None

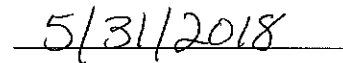
PUBLIC COMMENT:

- a. Gordon Kruskie of Readmond Township had comments regarding Osborne Road and culvert scraps that need to be picked up and he also inquired about stumping on Gully Road.
- b. Bill Dohm of Little Traverse Township complimented Jim Kargol on a quick response to a culvert issue on Beach Road.

With no further business, Commissioner Zulski adjourned the meeting at 8:30 a.m.



Tori Thompson – Administrative Assistant



Date