

**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, August 3, 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      Mark Hoffman - Member

**Staff Present:**

Brent Shank – Engineer/Manager      James Godzik – Permit/CADD Technician  
Bob Genson – Equipment Superintendent      Lisa Kleeman – Finance Director/Board Clerk  
Ed Zmikly – North Road Foreman      Travis Horrocks – Engineer Technician

**Guests Present:**

John Eby – Maple River Twp. Supervisor      Bill Dohm – Little Traverse Twp. Supervisor  
Dennis Keiser – Bear Creek Twp. Supervisor      Don Mapes – Emmet County Commissioner  
Gordon & Edith Kruskie      Alyce Conrad

**Guests Present via Zoom:**

Dave Boyer – Emmet County Administrator      Sarah Krupa – Readmond Twp. Clerk  
Al Welsheimer - Bear Creek/Resort Twp. Fire Chief

**MINUTES:**

It was moved by Hoffman, seconded by Williams, to approve the regular and closed session minutes of July 24, 2023.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

**ACCOUNTS PAYABLE:**

It was moved by Zulski, seconded by Hoffman, to approve accounts payable for payment of Voucher 2334 for electronic funds transfer payments and checks 50656 through 50709 in the amount of \$617,679.06.

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 2335 for checks 58127 through 58143 in the amount of \$106,410.85.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

**PUBLIC COMMENT:**

- a. Alyce Conrad – Inquired what part of Robinson Road are you working on? Zulski replied the west side starting at State Road and hoping to get near where the prison was.

**APPOINTMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- a. It was moved by Hoffman, seconded by Zulski, to sign the Public Act 51, Section 18j, MCL 247.668j, Annual Certification of Employee-related Conditions.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Hoffman, seconded by Zulski, to award the bid for 2023 McKinley Township Gravel Supply Project to Rieth-Riley Construction Co., Inc.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Zulski, seconded by Williams, to authorize the purchase of a sign truck through MiDeal and Versalift Midwest.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Williams, seconded by Hoffman, to authorize the Chairman and Engineer-Manager sign the title sheet for Wycamp Creek Bridge Project at Lake Shore Drive.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

**CORRESPONDENCE:**

- a. Northern Michigan Association of Road Commissions Conference is scheduled for September 13-15, 2023, in Manistee. Shank, Zulski, Hoffman, and Kleeman will plan to attend.
- b. Commissioners Seminar is scheduled for October 22-23, 2023, in Mt. Pleasant. Zulski and Hoffman will plan to attend.

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

- Automated flagging devices, which are remote controlled, are being advocated to reduce employee injury and fatalities. The cost is approximately \$27,000 for a pair and can be paid for with the 2023 MCRCSIP and CRASIF refunds.

It was moved by Zulski, seconded by Williams, to authorize the purchase of a pair of automated flagging devices.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- Township road rating reports are out to the townships. Primary rating reports are not out yet due to some changes at the Transportation Asset Management Council. Shank would like to schedule township meetings for the first or second week of October. The MTA meeting is scheduled for October 18, 2023, and we have been invited to speak.
- Straits Area Council Meeting was held this past week and the following are highlights:
  - MDOT non-winter maintenance budget is projected to be increased.
  - Submitting local road PASER ratings and getting reimbursement is being encouraged to satisfy legislative goals to support an increase in MTF. CRA is requesting three years of data be submitted to TAMC.
  - Monarch Butterfly will more than likely be added to the threatened species list. They are looking at making all of Michigan a covered region and this will significantly impact our operations requiring a Section 7 review at US Fish and Wildlife. There is a consortium we can join and best practices we can follow to assist with our mowing program and well as road projects.
  - MCRCSIP is planning to release a program to assist in training our Foremen with documenting maintenance appropriately to improve litigation efforts and set industry standards.

**ENGINEER-TECHNICIAN'S REPORT:** Horrocks gave the following update on projects:

- Atkins Road Project additional asphalt upgrade was completed two Fridays ago.
- Krause Road Project is paved and turned out well. Restoration work will occur today and will be seeded and mulched Friday or early next week.
- Roy Road and Pleasantview Township Overlay Project will be reseeded in washout areas.

- Intertown Road Project from Lake Grove to Blackbird will see a road closure starting August 7 for about a week. They plan to crush, undercut, install geotextiles, regravels, then pave.
- Fochtman Industrial Park Drive had some curb adjustments last week and will be milled tomorrow; this Saturday the project will receive a base course with a second course the following Saturday.
- Robinson Road Project has started, and the base has been crushed; paving is planned for Tuesday through Friday next week.
- Wheeling Road Project is complete except for paint and the snowmobile crossing.
- Douglas Lake Road Bridge Project piling is in; they plan to set bridge timbers next week with paving and restoration to follow.
- Maple River Road Bridge epoxy project will be soon.

**PERMIT/CAD TECHNICIAN'S REPORT:** Godzik was made aware of a stone structure being placed on the east side of US 31 in Alanson and he contacted MDOT regarding this. Ponsheawaing violation notices were checked, and some stone fire rings were removed; he is also working with a resident on removing a dock. He posted a violation notice on Van Road for a mailbox placed on a concrete pad that will need to be dug out and placed deeper in the ground.

**EQUIPMENT SUPERINTENDENT'S REPORT:** Genson reported all summer maintenance is complete for the winter equipment. He stated Gray has had employees out with the Harley Rake taking care of berms. Genson will be working with Truck & Trailer for a tentative date for the completion of our three new truck upfittings.

**ROAD FOREMAN'S REPORT:** Zmikly stated they have been patching, ditching, mowing, crack sealing, and completing culvert and bridge maintenance.

**FINANCE DIRECTOR'S REPORT:** Kleeman had nothing to report at this time.

**COMMISSIONERS' REPORT:** Commissioner Hoffman inquired about an area in Resort Township where rocks were removed but stakes were placed.

**PUBLIC COMMENT:**

- a. Sarah Krupa, Readmond Township Clerk – Inquired about Robinson Road and placing dirt on top of the blacktop. Horrocks discussed this is standard procedure of incorporating gravel into the base when crushing the old asphalt through the grinding/pulverization process.
- b. John Eby, Maple River Township Supervisor – Inquired if sealcoat will occur every other year as previously discussed. Shank stated he will compile a list to determine if there is enough interest as it requires at least 10 miles to be cost effective. Eby stated he will be on the list.

Commissioner Zulski recessed the meeting at 8:35 a.m.

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

**CLOSED SESSION:**

It was moved by Zulski, seconded by Hoffman, to go into closed session at 8:43 a.m. to discuss collective bargaining agreement negotiations; MCL 15.268(c).

Roll Call Vote:

Aye: Williams

Aye: Zulski

Aye: Hoffman

Motion carried

It was moved by Zulski, seconded by Williams, to go back into open session at 9:01 a.m.

Roll Call Vote:

Aye: Williams

Aye: Zulski

Aye: Hoffman

Motion carried

Commissioner Zulski adjourned the meeting at 9:01 a.m.



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Lisa Kleeman, Finance Director-Clerk of the Board



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Date