

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 on May 16, 2019. The meeting was called to order by Chairman Zulski at 8:00 a.m.

Commissioners Present:

Frank Zulski - Chairman      Robert Notestine - Vice Chairman      Larry Williams - Member

Staff Present:

Brian Gutowski - Engineer-Manager      Shawn Beckman - Project Manager  
Robert Genson - Equipment Superintendent      James Godzik - Permit/CADD Technician

Guests Present:

Jim Kargol - Emmet County Commissioner      Bill Dohm - Little Traverse Township  
Charlie McGinnis – Emmet County Commissioner      Alice Conrad – Springvale Township  
Toni Drier – Emmet Count Commissioner      John Baker - West Traverse Township

MINUTES: It was moved by Frank Zulski, seconded by Robert Notestine, to approve the regular meeting minutes of May 2, 2019.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1919, checks numbering 45555 through 45607, in the amount of \$232,377.58, was presented for approval. It was moved by Robert Notestine, seconded by Frank Zulski, to approve accounts payable for payment of the same.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL: Voucher No. 1920 for Payroll No. 10, checks numbering 54569 through 54624, for regular payroll in the amount of \$92,715.62, was presented for approval. It was moved by Frank Zulski, seconded by Robert Notestine, to approve payroll for payment of the same.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

Commissioner Williams joined the meeting at 8:10 a.m.

UNFINISHED BUSINESS:

- a. Discussion was held regarding the Lears and Howard Road Intersection and Consumers Energy's power pole resulting in a clear vision obstruction. History of easements, site distance, safety, and costs were discussed. It was moved by Frank Zulski, seconded by Robert Notestine, for a letter of support to be sent to Consumers Energy to request the pole be moved.

Ayes: Williams, Notestine, Zulski

Nays: Absent

Motion carried

- b. The Land Division/Permit Fee Schedule was discussed along with costs and options for increased fees. Gutowski read a document received from Dennis Keiser, Bear Creek Township Supervisor, stating his opposition to the increases. Zulski commented on the number of people the increase impacts and the appropriate use of MTF funds. Godzik discussed the procedure and timeline for inspecting parcels for land divisions. Notestine commented on the increase and the accurate use of funds to cover costs. Williams also commented on support for option 4. Bill Dohm, Little Traverse Township Supervisor, commented on the fairness and administrative adjustment of the charges and he feels it is fundamentally wrong. John Baker, West Traverse Township Trustee, commented that he supports one of the options that doesn't cover all the costs as well as discussed property boundary issues. There was much more conversation regarding land splits, multiple dwelling driveways, permits required as well as inspection timelines, township procedures for land division, etc.

PUBLIC COMMENT:

- a. Alice Conrad of Springvale Township commented on the dangerous intersection at Lears and Howard Road. Gutowski responded with Bear Creek Township's plans to have the intersection redesigned for safety and sewer improvements but the first step begins with the power pole being relocated.
- b. James Kargol, Emmet County Commissioner, commented on the cross culvert on Greenwood Road and cutting it off flush with the edge of the road.

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Robert Notestine, to approve a "Resolution of Support" for the federal-aid exchange with the Road Commission for Oakland County for 2020, 2021, and 2022.

Ayes: Zulski, Notestine, Williams  
Nays: None  
Motion carried

- b. It was moved by Robert Notestine, seconded by Larry Williams, to sign the contract with Payne & Dolan for the Ultra-thin Asphalt Project in Bear Creek Township.

Ayes: Zulski, Notestine, Williams  
Nays: None  
Motion carried

- c. It was moved by Robert Notestine, seconded by Larry Williams, to sign the contract with Poquette Leasing Co. for the season's sealcoat aggregate supply.

Ayes: Zulski, Notestine, Williams  
Nays: None  
Motion carried

- d. It was moved by Larry Williams, seconded by Robert Notestine, to sign the contract with Rieth-Riley for the Lower Shore Drive Asphalt Overlay Project.

Ayes: Zulski, Notestine, Williams  
Nays: None  
Motion carried

- e. It was moved by Larry Williams, seconded by Robert Notestine, to sign the contract with Rieth-Riley for the Pennsylvania Avenue Asphalt Surfacing Project.

Ayes: Zulski, Notestine, Williams  
Nays: None  
Motion carried

- f. It was moved by Robert Notestine, seconded by Larry Williams, to sign the contract with Rieth-Riley for the Resort Township Ultra-thin Asphalt Project

Ayes: Zulski, Notestine, Williams  
Nays: None  
Motion carried

CORRESPONDENCE: None

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

- Along with Frank Zulski and James Godzik, will be meeting today at 2:00 p.m. with the DNR, DEQ, Wawatam Township, and Trailsend Bay Property Association on Wilderness Park Drive regarding the wetland situation and a property trade.
- May 21, Tuesday, APWA Annual Michigan Conference in Gaylord regarding Asset Management presentation in the afternoon
- May 22-24, MCRC SIP Meeting-Lansing, regarding investment results and possible refund
- May 28, Preconstruction Meeting for the Wilderness Park Drive Federal Aid Project. Rieth-Riley was the low bidder for the project that begins at Central Ave and ends just past Ester Lane.
- Next Board Meeting bids will be reviewed for the State Road Asphalt Project, from Stutsmanville Road to just past Johnson Hill, about six miles. BIA has obtained funding for this project. Also, bids will be reviewed for design engineering on Country Club Road over the Tannery Creek for a timber bridge installation which will be funded through the Tribal Environmental Department with a US Fish and Wildlife grant.
- May 29, Infrastructure Asset Management Meeting in Grayling. In 2020, certain requirements are changing for asset management plans per the State of Michigan.
- UP Road Builder's Association Summer Meeting notice was received but conflicts with the Board Meeting schedule for June 13.
- Cleaning Service Cost Study for the Conway and Levering buildings was distributed and discussed. It was moved by Frank Zulski, seconded by Larry Williams, to hire a cleaning company for a one-month trial basis and then solicit bids for a one-year contract.

Ayes: Zulski, Notestine, Williams

Nays: None

Motion carried

SUPERVISOR'S REPORT: Beckman reported on projects on Devil's Elbow Road and Kegomic/Zaiger Road, and our crew is working on Pennsylvania Avenue. Rieth-Riley is adding shoulder gravel (afton stone) on Blanchard, Pickerele, Robinson, and Gill Road. Woodland Road Bridge will be paved next Wednesday. He is meeting with AT&T regarding North Conway Road as well as working on revised plans for drainage issues and J & N Construction will be resuming construction in a week or two.

PERMIT/CAD REPORT: None

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported the fleet is ready for summer. He is working with suppliers for specifications on trucks and attending the APWA meeting next Tuesday and Wednesday for obtaining required credits for fleet management. A mechanic is retiring within the next month and he is interviewing for a replacement today.

COMMISSIONERS' REPORT: Commissioner Notestine noted he is really glad to see ditching on River Road and asked the status of the meeting with Resort Township for the south end salt shed location. He also stated his appreciation for the input on the permit fee study and while the impact on the cash balance seems small in will help with dealing with the loss of revenue from the MDOT adjustments for MTF errors.

Commissioner Zulski mentioned working with Charlevoix-Emmet ISD by participating in career day at multiple high schools for recruiting future employees. He also complimented Gutowski for applying and being awarded a safety grant for signage in the amount of \$225,000. He expressed appreciation for Gutowski's conscientiousness in his job and how it benefits the road commission.

Commissioner Zulski also discussed the CIP Recycling Project that was done on the north portion of Pleasantview last year and that it is holding up well even after the difficult winter. He inquired on doing a CIP Recycling over a wedging project as a sample to monitor how it would perform. Gutowski stated that Van Road would be a good project to consider but it needs to be a substantial distance of at least 4 to 5 miles in order to be worth it to move the equipment to the site.

ROAD FOREMAN'S REPORT: None

FINANCE DIRECTOR REPORT: None

PUBLIC COMMENT:

- a. Bill Dohm, Little Traverse Township Supervisor, stated that according to asset management theory, Hathaway Road needs attention. Gutowski stated it needs a 1 ½" cap within the next year from Hedrick to Pleasantview. Dohm inquired about the mowing schedule. He also offered comments about the M119 MDOT Signage project.
- b. Toni Drier, Emmet County Commissioner, inquired about the May 28<sup>th</sup> MDOT Preconstruction Meeting for the Wilderness Park Project. She asked Gutowski to inform John Calabrese and Tammy Doernenburg about the meeting. She also commented on opposition to the M119 Tunnel of Trees MDOT signage project and Gutowski told Drier to contact Jay Galitis.

With no further business, Commissioner Zulski adjourned the meeting at 9:05 a.m.

  
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Lisa Kleeman, Finance Director-Clerk of the Board

05-30-19  
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Date