

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 10, 2020. Chairman Frank Zulski called the meeting to order at 8:00 a.m.

Commissioners Present:

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

Staff Present:

Brian Gutowski - Engineer/Manager      James Godzik-Permit/CADD Technician  
Lisa Kleeman-Finance Director/Clerk of the Board      Robert Genson - Equipment Superintendent  
Shawn Beckman – Project Manager

Guests Present:

James Kargol – Emmet County Commissioner      Toni Drier – Emmet County Commissioner  
Gordon & Edith Kruskie - Readmond Township      Bill Dohm – Little Traverse Township  
Mary Zulski

MINUTES: It was moved by Robert Notestine, seconded by Wade Williams, to approve the regular session minutes of July 27, 2020.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 2031, checks 46990 through 47039, in the amount of \$193,441.07 was presented for approval. It was moved by Robert Notestine, seconded by Wade Williams, to approve accounts payable for payment of the same.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

PAYROLL: Voucher No. 2032 for Payroll No. 16, checks 55996 through 56027 and direct deposit, for regular payroll in the amount of \$99,037.24, was presented for approval. It was moved by Frank Zulski, seconded by Robert Notestine, to approve payroll for payment of the same.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. James Kargol, Emmet County Commissioner - inquired if the MDOT Salt Shed upgrades were covered 100% by MDOT and Gutowski affirmed this was so.

APPOINTMENTS:

- a. 8:15 a.m.: Public Hearing – Upgrade of Hill Road from Division Road to Beckon Road for a total of .51 miles in Readmond Township to paveable standards in 2021. It was moved by Robert Notestine, seconded by Frank Zulski, to begin the public hearing.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

The public hearing was advertised in the Harbor Light Newspaper. The project's proposed improvements include widening, earth excavation, drainage improvements, and gravel in preparation for paving with hot mix asphalt in 2021. Gutowski did not receive any verbal or written comments prior to the meeting. There were three calls for comments. It was moved by Robert Notestine, seconded by Wade Williams, to end the public hearing.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Wade Williams, to award the bid for lighting upgrades in the MDOT Salt Sheds in Conway and Levering to Blanchard Contracting, Inc., in the amount of \$8,400.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Frank Zulski, seconded by Wade Williams, to award the bid for the Upgrade of Hill Road in Readmond Township to paveable standards to Elmer's Crane &

Dozer, Inc., in the amount of \$67,922.50. This road will be widened to 28 feet, paved to 24 feet, and will include a commercial entrance for Bliss Fest. Godzik and Drier are working with Cindy McSurely regarding Bliss Fest covering the cost of the commercial entrance through Readmond Township.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Frank Zulski, seconded by Robert Notestine, to sign the contract with Readmond Township for the Upgrade of Hill Road to paveable standards.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Robert Notestine, seconded by Wade Williams, to vote for the following CRASIF Board of Trustee Candidates which are all incumbents:

Three-year U.P. Region: Tom Doty, Mackinac County Road Commission  
Three-year Northern Region, Three-year At-Large, and One-year At-Large positions will be filled by Jesse Campbell, Alcona County Road Commission, Beth Hunt, Lenawee County Road Commission, and Doug Robidoux, Mason County Road Commission, based upon the number of votes they receive.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

- e. It was moved by Frank Zulski, seconded by Wade Williams, to award the bid for the guardrail installation on Reed and Munger Road Bridge Projects in Carp Lake Township to Dale Dukes in the amount of \$35,366.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

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

- Bids were opened in Lansing for the Pickerel Lake Road Mill & Fill Project from US 31 to Bellmer Road. The Engineer's Estimate was \$495,131.17. Rieth-Riley and Payne & Dolan were the bidders with Rieth-Riley being award the contract at \$457,665.92. MDOT handles the contract with Rieth-Riley and we are required to have a pre-con meeting before the project begins. The project end date is November 13, 2020.
- Manager's Meeting, Tuesday, August 11
- Tuesday afternoon, August 11, there is a frost control system company coming to present their product on frost prediction. We are currently using MDOT's RWIS system and both road foremen will be part of the meeting.
- Wednesday, August 12, along with Shawn Beckman, will be meeting with Gallagher Asphalt regarding a hot-in-place asphalt process. The Wilderness Park Drive 2021 project can be one of three choices: crush and shape, cold-in-place, and hot-in-place. Commissioner Zulski inquired if a hot-in-place process has been used this far north. Gutowski replied that Wexford County Road Commission completed 4 miles last year and their engineer would recommend either a hot or cold in-place process.
- MDOT held a pre-con meeting for the US 31 and M 119 intersection project this past week. Elmer's is the contractor with September 8 the tentative start date of the project and November 13 completion date. The detour will be West Conway Road.
- Division/Mitchell Road traffic impact study was completed and a price was received to install a dedicated right arrow light which should be no more than \$5,000. Gutowski is working with Dennis Keiser, Bear Creek Township supervisor. A new traffic signal timing scheme will be implemented if approved and reprogrammed by the City of Petoskey.
- Straits Area Council Meeting was held this past week in Mackinaw City with 23 in-person participants and 20 attending via zoom.

SUPERVISOR'S REPORT: Beckman reported the following:

- State Road is tentatively finished to M119 with about 700 ton of asphalt quantity left over that will be applied to Levering Road going east about one quarter of a mile
- Atkins Road, Category F Project, is tentatively finished. Payne and Dolan did a nice job.
- Graham Road is paved; finishing shoulders and restoration will occur today
- Kalchik in Resort Township is paved and they will be placing gravel shoulders today
- Ultra-thin intersections near Lake Grove Road were completed by Rieth-Riley
- Sign Upgrade Project is almost finished. Action Traffic will be finishing punch list items this week and resolving issues with Todd Granger.
- Reed Road Bridge Project starting today. Hungerford Beetle survey will be conducted this week and still waiting for permits from the DNR on mussels. John Henry Excavating will be setting up the crane this week and removing guardrail.
- Filing inspection reports and breakdown on invoices.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported working on Wilderness Park Drive measuring for slopes and meeting with residents. He is getting positive feedback from residents with a little pushback on well-head placement and propane tanks. Godzik stated it will be difficult to get done by end of month. Zulski would like meeting at the pavilion in Mackinaw City if available. He has also been working with Toni Drier, Emmet County Commissioner, on Hill Road and the commercial driveway for Blissfest. Permits have not begun slowing down yet.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson stated he is very close to red tagging a truck because the frame is in very bad condition. With approval from Gutowski, he purchased a 1-ton truck through MiDeal to replace the 1995 vehicle. He has updated the internet and phone system from Spectrum to True Stream along with moving the phones from AT&T to True Stream. Genson has also been moving the shop parts inventory and work order system from Quest software to Cogitate.

ROAD FOREMAN'S REPORT: None

FINANCE DIRECTOR'S REPORT: Kleeman commented there would be a presentation of the 2019 Annual Report to the Emmet County Board of Commissioners tonight at 6:00 p.m. She also distributed and discussed the following:

- Cash Summary
- MTF Report for the amount received August for June
- Financial Report for June
- Trial Balance for June
- MERS History Graph 2016-2020
- MERS Interest and Balance for each quarter 2016-2020

COMMISSIONERS' REPORT: Commissioner Notestine questioned Beckman on project statuses and being able to complete projects before the end of the year. Beckman affirmed projects are on target to be completed. Pickerel Lake Road Project is still not complete, but that is not controlled by the road commission. Gutowski stated that Jim Pemberton said next year's projects are filling up and encouraged us to get our projects out for bids for 2021 now. Crump Road, Eppler Road, Rustic Road, and Lake Shore Drive are projects that were not able to be ready for this year but need to be bid soon.


Commissioner Williams inquired about Mission Road in Maple River Township. Gutowski responded he prepared the estimate for .95 miles and township supervisor John Eby felt the estimate was too low and the status of the project is known.

Commissioner Zulski thanked voters for their turnout and renewing of the road millage and thanked the townships for their support. He also wanted to let Ed Zmikly and the crew on north end know that people have called thanking the crew for repairs by Van and Larks Lake Road. Zulski asked about the crack sealing timeline and Gutowski stated he will follow up right away on this with the contractor. Zulski commented that State Road looks really good but inquired on the shoulders as they look like they are lacking a two-foot width. Beckman stated between overages on materials and having a correct crown they are less than two foot in some areas. Zulski also asked about the Island View intersection as there was horizontal cross paving but Beckman does not believe they will have future issues with this area and explained why this occurred. Zulski had questions regarding the flat rack truck purchase. Gutowski stated it was on this year's budgeted equipment list and Genson stated it would take 8-12 weeks to build the truck and cost about \$26,000 for the truck plus \$16,000 to \$18,000 for upfitting. The plan is to pay for the truck out of the general fund instead of equipment savings.

PUBLIC COMMENT:

- a. Gordon Kruskie, Readmond Township Supervisor-appreciates the response he is getting when he calls the agency.
- b. Toni Drier, Emmet County Commissioner-inquired on crack sealing as township supervisors are concerned as they have not seen any completed yet on the northern end. Gutowski stated Wolverine Seal Coating out of Jackson was awarded the contract in April and he will follow up as this should have already been done.

Commissioner Zulski adjourned the meeting at 8:45 a.m.

  
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Lisa Kleeman, Finance Director-Clerk of the Board

08-20-20  
Date