

**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 17, 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

Mark Hoffman - Member

**Commissioners Absent:**

Wade Williams – Vice Chairman

**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

John Gray – South Road Foreman

**Guests Present:**

John Eby – Maple River Twp. Supervisor

Bill Dohm – Little Traverse Twp. Supervisor

Dennis Keiser – Bear Creek Twp. Supervisor

Don Maps – Emmet County Commissioner

Gordon & Edith Kruskie

**Guests Present via Zoom:**

Dave Boyer – Emmet County Administrator

David White – Emmet County Commissioner

Jim Bartlett – West Traverse Twp. Supervisor

Holly Angileri – Resort Township Trustee

**MINUTES:**

It was moved by Hoffman, seconded by Zulski, to approve the regular and closed session minutes of August 3, 2023.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

**ACCOUNTS PAYABLE:**

It was moved by Zulski, seconded by Hoffman, to approve accounts payable for payment of Voucher 2336 for electronic funds transfer payments and checks 50710 through 50765 in the amount of \$708,263.91.

Ayes: Hoffman, Zulski  
Nays: None  
Absent: Williams  
Motion carried

**PAYROLL:**

It was moved by Hoffman, seconded by Zulski, to approve payroll and electronic direct deposits for Voucher 2337 for checks 58144 through 58158 in the amount of \$103,779.10.

Ayes: Hoffman, Zulski  
Nays: None  
Absent: Williams  
Motion carried

**PUBLIC COMMENT:** None

**APPOINTMENTS:**

- a. Public Hearing – Old US 31 starting 1,150 feet south of US 31 to Camp Daggett Road for 1.63 miles in Resort Township. It was moved by Zulski, seconded by Hoffman, to begin the public hearing.

Ayes: Hoffman, Zulski  
Nays: None  
Absent: Williams  
Motion carried

The public hearing was advertised in the Petoskey News Review. Proposed improvements include crushing existing paved surface and grading. This section of road will be returned to a gravel surface in order to maintain it appropriately to a proper standard. No written comments were received prior to the public hearing and there were three calls for comment. Holly Angileri inquired if the road will be ready to be paved after this work is complete. Shank responded the section between Upper Bay Shore and Horton Bay Road will need to some work before paving can occur due to a concrete slab. The second section, between Horton Bay Road and Camp Daggett will also require additional work before it can be paved. Angeleri inquired if the township wanted to pave it in the spring, could it be done, and Shank responded he believed it could be completed early in the schedule. It was moved by Zulski, seconded by Hoffman, to end the public hearing.

Ayes: Hoffman, Zulski  
Nays: None  
Absent: Williams  
Motion carried

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- a. It was moved by Zulski, seconded by Hoffman, to vote to fill two 3-year at-large terms and one 3-year term from the Upper Peninsula region for the CRASIF Board of Trustees as follows:

Ken Hulka, Muskegon County Road Commission  
Beth Hunt, Lenawee County Road Commission  
Tom Doty, Mackinac County Road Commission

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

- b. It was moved by Zulski, seconded by Hoffman, to crush and grade Old US 31 starting 1,150 feet south of US 31 to Camp Daggett Road for 1.63 miles in Resort Township, turning it back to gravel.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

- c. It was moved by Hoffman, seconded by Zulski, to move the October 23, 2023, board meeting to Friday, October 27, 2023.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

**CORRESPONDENCE:** None

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

- Distributed the proposed the annual township meeting schedule for October 3, 10, 11, and 12, 2023, from 6:00-8:00 p.m. with two meetings at this office and two at the Levering garage.
- October 9, 2023, is scheduled for the 2022 Annual Report to the Emmet County Board of Commissioners at 6:00 p.m.
- September 25, 2023, will begin 8-hour workdays.

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

- Wheeling Road Project in Carp Lake Township is complete.
- Krause Road Project is complete with one minor issue that needs to be taken care of.
- Intertown Road Project was shaped up yesterday and paving should begin on Saturday.
- Fochtman Industrial Park Drive is complete except for paint and seeding.
- Robinson Road Project is paved, awaiting shoulders and paint.
- Douglas Lake Road Bridge is installed; should be paved within a week and restoration will follow as well as guardrail.
- McKinley Township gravel projects will begin soon.
- Primary Road PASER ratings will begin at the end of this month.

**PERMIT/CAD TECHNICIAN'S REPORT:** Godzik gave an update on Ponshewaing violations as well as a mailbox on Van Road. New violations on Wilderness Park Drive have occurred where four existing driveways were upgraded to concrete without permits.

**EQUIPMENT SUPERINTENDENT'S REPORT:** Genson reported waiting for wedging projects to be completed to begin switching equipment back to winter. Sign truck has been ordered and should be here by the end of November. Truck & Trailer may begin to work on one of our new tandem axle trucks shortly.

**ROAD FOREMAN'S REPORT:** Zmikly stated they have been busy doing shoulder work and paving has begun again. They have also been working on bridge maintenance; this has been impacted by poison ivy, and they are continuously patching and mowing. Gray stated they have also been working on wedging projects and general maintenance; berm removal, tree removal, and patching.

**FINANCE DIRECTOR'S REPORT:** Kleeman stated she has been working on a cash budget revision which will be reviewed with supervisors today and should be ready for the next board meeting. She is also attending a CRASIF board meeting in Gaylord on Monday, August 21, 2023.

**COMMISSIONERS' REPORT:** Commissioner Hoffman offered comments on the berm work on the edges of the road; it looks good. Commissioner Zulski also stated he agrees regarding the berm work and really likes the double mowing that is occurring; he expressed his appreciation to the crew.

**PUBLIC COMMENT:** None

Commissioner Zulski adjourned the meeting at 8:20 a.m.

  
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Lisa Kleeman, Finance Director-Clerk of the Board

8-31-23  
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Date