

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 30, 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
John Gray - South End Road Foreman Ed Zmikly – North End Road Foreman
Lisa Kleeman - Finance Director/Clerk of the Board

Guests Present:

Jim Kargol - Emmet County Commissioner Bill Dohm - Little Traverse Township
Toni Drier – Emmet Count Commissioner Alice Conrad – Springvale Township
Gordon & Edith Kruskie – Readmond Township Cindy Baiardi – West Traverse Township
Tom Miller – Trails End Bay Property Association Dennis Keiser – Bear Creek Township
Karla Buckmaster - Bear Creek Township

MINUTES: It was moved by Robert Notestine, seconded by Larry Williams, to approve the regular meeting minutes of May 16, 2019.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1921, checks numbering 45608 through 45641, in the amount of \$184,943.52, was presented for approval. It was moved by Robert Notestine, seconded by Larry Williams, to approve accounts payable for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

PAYROLL: Voucher No. 1922 for Payroll No. 11, checks numbering 54625 through 54681, for regular payroll in the amount of \$92,127.66, was presented for approval. It was moved by Frank Zulski, seconded by Larry Williams, to approve payroll for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. Karla Buckmaster, Bear Creek Township, wanted it on the public record that there have been complaints made to Gutowski that the trucks on Pickerel Lake Road that are going to the county pit are going a very high speed and jake braking. She asked Engineer-Manager Gutowski for a copy of the contract for the county's business with J & N Construction and the State. He sent the agreement with J & N to her this morning and responded we don't have a contract with the State. She asked who is doing the crushing of the asphalt material and Gutowski responded J & N Construction. She then asked if the county had to do any further processing and incur any additional cost for this material and Gutowski said no. Commissioner Zulski let her know that the road commission can suggest a route for the trucks but they can't require them to take it and for her to notify law enforcement about the issue.
- b. Dennis Keiser, Bear Creek Township Supervisor, stated he is also fielding a ton of calls on the trucking issue on Pickerel Lake Road. Gutowski stated that both he and the Project Manager have requested J & N Construction use Graham Road as the route.

APPOINTMENTS:

- a. 8:15 a.m.: Public Hearing - Proposed Permit Fee Schedule change as recommended by the County Road Association. It was moved by Robert Notestine, seconded by Larry Williams, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted in the Petoskey News Review and Harbor Light Newspaper. Gutowski reviewed the reason for increasing fees was based upon requests by the legislature to the County Road Association asking road commissions to become uniform in their fees throughout the state. He went on to discuss each current fee and the proposed increase. He shared an email response from Tammy Gregory, Maple River Township Clerk where she asked the fee increase be postponed for further discussion.

Gutowski also shared an email from Janell Van Divner, Friendship Township Clerk, where she voiced her agreement with Dennis Keiser regarding the proposed fee increases. She also expressed she is not in favor of the Land Division increases and requested more analysis be completed. (Both emails are attached) Dennis Keiser, Bear Creek Township Supervisor, stated that utility companies are driving the fee increase and the rest is government overreach. He also stated that Land Divisions are the same cost whether there is one driveway or four. He went on to list current MDOT rates for Land Divisions, Residential Driveway and Commercial Driveway permit fees. He expressed his opposition to the fee increases. Bill Dohm, Little Traverse Township Supervisor, opposes any kind of fee increase for the public but he does appreciate the compromise on the Land Division fees. There were three calls for comment. Receiving no additional comments, it was moved by Larry Williams, seconded by Robert Notestine, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

- b. 8:20 a.m.: Public Hearing - Proposed improvements to Stutsmanville Road from Pleasantview Road then east for .25 miles in Pleasantview Township. It was moved by Robert Notestine, seconded by Larry Williams, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted in the Petoskey News Review. There were three calls for comment. Receiving no additional comments, it was moved by Larry Williams, seconded by Robert Notestine, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Larry Williams, to sign the contract with Resort Township for the upgrade of the Resort Pike/Intertown Road traffic signal to LED.

Ayes: Zulski, Notestine, Williams

Nays: None

Motion carried

- b. It was moved by Larry Williams, seconded by Robert Notestine, to award Design Engineering for the culvert removal/timber bridge installation on Country Club Road over Tannery Creek Crossing in Bear Creek Township to Gosling Czubak, Eng. Sciences, Inc. in the amount of \$17,300.

Ayes: Zulski, Notestine, Williams

Nays: None

Motion carried

- c. It was moved by Robert Notestine, seconded by Larry Williams, to award the bid for the State Road Asphalt Overlay Project from Stutsmanville Road to 0.25 miles west of Johnston Hill Road for 6.00 miles to Rieth-Riley Construction Co., Inc. in the amount of \$784,320.60.

Ayes: Zulski, Notestine, Williams

Nays: None

Motion carried

- d. It was moved by Frank Zulski, seconded by Larry Williams, to sign the contract with the Little Traverse Bay Band of Odawa Indians for the State Road Asphalt Overlay Project.

Ayes: Zulski, Notestine, Williams

Nays: None

Motion carried

- e. The bid award for the Ultra-thin Asphalt Overlay Project in Pleasantview Township was postponed upon request of Robert Rogier, Pleasantview Township Supervisor, until the Township Board can meet to discuss the bid tabulation as bids came in much higher than expected.
- f. The bid award for the Hedrick Road Asphalt Overlay Project in Pleasantview Township was postponed upon request of Robert Rogier, Pleasantview Township Supervisor, until

the Township Board can meet to discuss the bid tabulation as bids came in much higher than expected.

- g. Proposed Permit Fees were discussed. Gutowski explained permits and supplementing costs with MTF is not allowed. He further discussed Land Divisions and the work required to process them. He also mentioned fees have not been raised since 2002 and the new fees will still not cover all the costs involved. Commissioner Notestine stated good analysis has been completed and doesn't believe anyone should subsidize someone else's permit. He stated the issue will be addressed more frequently than once every 17 years and believes in moving in the direction to cover costs of permits. Zulski stated costs have been tracked and he agrees with Notestine regarding not subsidizing permits. He inquired what the neighboring counties were doing and Gutowski answered. Karla Buckmaster stated she is not in favor of the increase and offered comments regarding the permit technician's duties. There were more comments by Dennis Keiser on Land Divisions, clarifying the calculation of the new fee and various split scenarios as well as the number of land splits that may be occurring without the road commission knowing. Bill Dohm also asked for clarification on Land Divisions with platted lots. Commissioner Zulski asked Godzik to continue to work with Zoning and Planning to be sure Land Divisions are coming to the road commission. It was moved by Robert Notestine, seconded by Frank Zulski, to approve the proposed Permit/Land Division Fee Schedule as attached effective July 1, 2019.

Roll Call Vote:

Zulski - Aye

Notestine - Aye

Williams - Nay

Motion carried

- h. Delta Dental will be renewed for June 2019 through May 2020 at the current benefit with the plan to revisit the topic in August for possibly moving to a different option; after a budget revision and cash flow are reviewed.
- i. Signing of the contract with Pleasantview Township for the Ultra-thin Asphalt Overlay Project was postponed.
- j. Signing of the contract with Pleasantview Township for the Hedrick Road Asphalt Overlay Project was postponed.
- k. It was moved by Robert Notestine, seconded by Larry Williams, to sign the contract with Pleasantview Township for the Stutsmanville Road Project.

Ayes: Zulski, Notestine, Williams

Nays: None

Motion carried

CORRESPONDENCE: None

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

- CRASIF Modification Factor beginning 7/1/19 .913
- June 5 - Emulsion supplier meeting for Chipseal
- June 10, 6:00 p.m. - Act 51 presentation to County Board
- June 11 - Little Traverse Bay Advisory Committee Meeting re: watershed issues
- June 12 - Burt Lake Watershed Committee Meeting, Tuscarora Town Hall
- Conservation Resource Alliance - Ely Road, 6 foot culvert installation in Aug. or Sept.
- Next Board Meeting - Public Hearing on Welsheimer Road

SUPERVISOR'S REPORT: Beckman reported the crew has been working on Woodland Road Bridge which was paved last week and on Pennsylvania Avenue. Guardrail is coming for Woodland Road Bridge next week and then the crew will go back and finish Pennsylvania Avenue where Rieth-Riley plans to pave the beginning of June. They will then be moving to Gill Road Bridge, June 5, after beetle relocation is successful as the bridge has been delivered. Tri-County Excavating is currently working on Devil's Elbow Road. The Wilderness Park Federal Aid Project pre-construction meeting was held Tuesday, May 28, and the project will be delayed from June to July 15 so there isn't a conflict with the Gill Road Bridge Project detour route. Beckman and Pat Carter went to an HMA Inspection Training by LTAP in Grand Rapids this past week which was very good information.

PERMIT/CAD REPORT: Godzik reported on a lot of underground utility installation in the area. Rouse's is still in the Mitchell and Pickerel Lake Road area for DTE. True Stream is moving into Emmet County from the Cheboygan area. Logging issues continue and he asked the audience to keep us informed.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported all is good in his area. He also commented he has had conversation with another road commission and they are also having logging issues, it is not just us.

COMMISSIONERS' REPORT: Commissioner Notestine commented on the work the crew is doing; there are many routine duties occurring besides the projects. He also stated the underground construction fees for utilities are set to try to get them to not cut the road and we encourage them to bore instead. He also asked that our appreciation be expressed to the

townships who gave their input on the permit fee increase. He also mentioned the MTF funds have been held back from all road commissions not just Emmet CRC.

Commissioner Zulski asked for video to be obtained of our crew installing timber bridges; it is amazing with what they start with and how they get to the finished product. He would like this shown at our annual township meetings. Zulski stated he tries to take different routes when he comes to a meeting and today ran into a logger on Lark's Lake Road where they have left deep ruts, are tearing up the road, and didn't have proper signage. He also discussed the Wilderness Park Road Project walk through and commented the DEQ didn't show up but the DNR has been very cooperative and is going to help us get the road moved over by acquiring right of way. Gutowski will be processing the easement paperwork.

ROAD FOREMAN'S REPORT: Zmikly stated they will be starting wedging next week. Gray commented on dealing with routine pot holes, working on seasonal roads, culverts, ditching, and dust control will begin soon.

FINANCE DIRECTOR REPORT: Kleeman informed the Board that Michigan Transportation Funds were considerably lower for the month of April as MDOT was adjusting for two 2018 errors in the amount of \$38,845. She also stated that April closed with expenditures more than revenue in the amount of \$35,500 but for the year, revenue still exceeds expenditures by \$93,400. She also commented on the progress at monthly meetings with our MDOT Transportation Maintenance Coordinator and we received four 800 MHz radios to be used by our agency to more efficiently communicate with various agencies in the county and throughout the state.

PUBLIC COMMENT:

- a. Karla Buckmaster, Bear Creek Township, commented the paint on the bottom of Pickerel Lake Road hill has been scrapped off by plowing and requested that it be painted again before summer begins. Gutowski stated painting is to begin next week. Buckmaster also requested a stop bar be painted on Alcan Road so traffic doesn't cut the corner off East Mitchell.
- b. Dennis Keiser, Bear Creek Township Supervisor, requested the road commission's Accessibility Compliance Letter be revised with the new rates and a letter be sent to all townships with the rate increases. He also inquired about when the public hearing is schedule for Atkins Road. Beckman will be working on the plans and will be out for bid next week.
- c. Tom Miller, TBPA, asked if you are going to close the road in his area to call him and he will let people know as there is a long detour when the road is closed unexpectedly and residents need to be able plan their trips to town accordingly. Godzik responded the recent project was not planned to close the road but utilities and other issues required a complete shutdown that was not anticipated.

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Board of Emmet County Road Commissioners

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

Lisa Kleeman

Lisa Kleeman, Finance Director-Clerk of the Board

06-13-19

Date

PROPOSED PERMIT / LAND DIVISION FEE SCHEDULE

For May 30, 2019 Board Meeting

	CURRENT	PROPOSED
DRIVEWAYS		
Residential Driveway, Rural (shoulder/ditch)	\$ 30	\$ 50
Upgrade Residential Driveway Approach	\$ 15	\$ 40
Commercial Driveway Approach	\$ 100	\$ 200
Private Road Approach (5 access points or more)	\$ 100	\$ 200
Farm Field Driveway Approach	\$ 30	\$ 50
Temporary Construction Driveway Approach	\$ 30	\$ 150
UTILITIES		
Overhead Utility Installation	\$ 100	\$ 200
Underground Utility Installation	\$ 100	\$ 200
Utility Service Connection	\$ 100	\$ 125
Sanitary, Water Main, or Storm Connection	\$ 100	\$ 200
Open Cut Road Crossings (+Restoration Cash Bond)	\$ 500	\$ 500
Bore Road Crossings (+Restoration Cash Bond)	\$ 100	\$ 150
OTHER		
Grading / Drainage (ditch enclosure / sealed plans)	\$ 30	\$ 100
Soil Borings	\$ 30	\$ 75
Landscaping including vegetation removal	\$ 30	\$ 50
LAND DIVISION	\$ 75 plus \$5 for each additional split up to \$100	\$ 150*, plus \$50 for each additional split. *Fee includes one residential permit of \$50.