

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, July 17, 2025. 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 James Kargol – Member

Staff Present:

Brent Shank – Engineer/Manager James Godzik – Permit/CADD Technician
Lisa Kleeman – Finance Director/Board Clerk Travis Horrocks – Engineer Technician

Guests Present:

Dennis Keiser – Bear Creek Twp. Supervisor	Garrett Muir – Bear Creek Twp. Deputy Sup.
Bill Dohm – Little Traverse Twp. Supervisor	Alyce Conrad
John Eby – Maple River Twp. Supervisor	Don Mapes–Emmet County Commissioner
Marty Lumpp – Final Grade Excavating	Terry Renker – Roaring Brook Association
Nate Hall – Conway Storage	Elise Fisher – Roaring Brook Association

Guests and Staff Present via Zoom:

David Boyer – Emmet County Administrator	Al Welsheimer–Bear Creek/Resort Fire Chief
Chelsea Ellis – Administrative Assistant	

AGENDA:

It was moved by Zulski, seconded by Williams, to approve the agenda as presented.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

MINUTES:

It was moved by Zulski, seconded by Williams, to approve the minutes of July 2, 2025.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Zulski, to approve accounts payable Voucher 2531 for checks 60363-60408 and EFT payments in the amount of \$340,820.63.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Kargol, seconded by Williams, to approve payroll Voucher 2532 for checks 60409-60420 and electronic deposits of \$112,837.27.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT:

- a. Nate Hall – Beavers have plugged up between Round Lake and Crooked Lake and last week water came across Hiawatha Trail. The bike trail was underwater or water was even with the bike trail from Conway to the Round Lake culvert. Can anything be done? The road is buckling, and he believes it is going to destroy the road. He has never seen the bike trail underwater in the past four years. Shank stated this is a challenging area for trapping beaver.

APPOINTMENTS:

- a. 8:05 a.m., Marty Lumpp, Final Grade Excavating – Godzik requested Lumpp be present at today's meeting and relayed the history for Lumpp's request for a waiver of commercial driveway standards at 2360 Red School Road. On August 15, 2024, the Board affirmed Lumpp had one year to comply with commercial driveway standards per the permit. Referring to the meeting minutes, Godzik did not see where the HMA paving or concrete curbs had been waived and wrote up the permit to include all standards for a commercial driveway. Based upon a recent conversation with Lumpp, Godzik found out Lumpp thought the concrete curbs had been waived and he has Superior Asphalt scheduled to pave the driveway.

Lumpp began with the comment from last year's meeting where he could do the same things as Spierling's pit and waive the concrete curbs. He proceeded to read commercial driveway standards to the Board. He contends he does not meet the standards. He parks two trucks at this address and is not a large traffic generator. He has a shop at 87 Commerce Court where his commercial vehicles are parked and where he does business. Along with several other comments from Lumpp, he does not feel he falls under the category of a commercial driveway. Several pictures were displayed of his driveway entrance and he discussed water flow. He feels he has been singled out and he cannot afford the curb requirements. He stated it is a residential driveway with a residential address where vehicles are parked.

There were several more comments, and Zulski specifically asked Lumpp if he parks materials there at night to use at projects the next day and Lumpp stated no, he does

not have materials there, he lives there and parks there. Zulski stated it is a starting point of his business operation, and tried discussing other details, but Lumpp continually cut him off stating they only park there. After discussion where board members agreed along with the Engineer-Manager, Zulski inquired what Lumpp is requesting and Lumpp said nothing now, he cannot afford concrete curbs, he won't do anything. Zulski stated he will be in violation and Lumpp said he will take him to court. Lumpp wants to know why he has been singled out and who initiated this, it is a double standard, and he is being picked on. Zulski offered the suggestion for Lumpp to park his vehicles at Commerce Court and start from that point. Lumpp stated there isn't enough room. Lumpp insists his driveway does not qualify for commercial driveway requirements. Shank stated if employees report there, it meets a commercial establishment. Shank and the Board believe his driveway does meet the requirements of a commercial driveway.

It was moved by Zulski, seconded by Williams, that the decision made on August 15, 2024, it is a commercial driveway which requires curbs and paving, be complied with.

Roll Call Vote:

Aye: Zulski

Aye: Williams

Aye: Kargol

Naye: None

Motion carried

UNFINISHED BUSINESS:

- a. It was moved by Zulski, seconded by Williams, to approve Earned Sick Time Policy 200-020 as presented.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

- b. Driveway and Miscellaneous Permits policy was discussed and Shank asked the Board for input on any changes. Permit fee changes will be discussed at a Public Hearing scheduled for August 7, 2025, and approval of this policy will be requested at that time.

NEW BUSINESS:

- a. One-way designation on Bridge Street was discussed. A meeting was held with residents from two plats and they are looking at having the bridge removed. Shank proposes postponing the one-way designation until the next board meeting. Renker and Fisher, representing Roaring Brook Association, stated they are currently getting bids for removal of the bridge. Zulski stated the Board intends to give them until the next board meeting and discuss a plan of action at that point.

- b. It was moved by Williams, seconded by Kargol, to approve a resolution authorizing Robert B. Shank, Engineer-Manager, and Lisa M. Kleeman, Finance Director, to sign MDOT Contract 25-5345 for Job Number 218895CON, Brutus Road from US-31 to Brill Road.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE:

- a. Straits Area Council Meeting will be held Tuesday, August 5, 2025, at 9:30 a.m., at Audie's Restaurant in Mackinaw City, Michigan. Shank and Kargol plan to attend.

ENGINEER-MANAGER REPORT: Shank discussed the following:

- Maxwell Road federal aid project bid came in about 11% under the estimate, Rieth-Riley was the low bidder.
- Brutus Road federal aid project bids are due August 1, 2025.
- MCRCSIP Annual meeting next week on July 23-24, 2025.
- Mitchell and Division Road Roundabout Project - Working with Wade Trim to get a design completed. Bear Creek Township is purchasing property on the southwest corner, and they requested a letter of commitment regarding our intentions. He will meet with Plath's and the sports center regarding plans and possibly losing parking on Division Road.

ENGINEER-TECHNICIAN REPORT: Horrocks discussed the status of construction projects:

- Paving on contracted projects should be completed after mid next week.
- Tree removal project in Friendship Township is taking longer than anticipated, based on contractor scheduling.
- Maxwell Road culvert lining project has been completed but Mitchell Road has been a struggle and is not completed yet.
- Paser ratings on federal aid roads have been completed.
- Centerline painting has been completed for over 100+ miles.

PERMIT/CAD TECHNICIAN REPORT: Godzik discussed a commercial driveway for Conway Storage at 2020 Fotchman Industrial Park Drive, in Bear Creek Township, owned by Nate and Jackie Hall. This permit was issued on June 26, 2017, and included concrete curbs and paving. After discussion with the township, it was decided to let Mr. Hall wait to complete the construction of his driveway until Fotchman Industrial Park Drive was reconstructed. This road was reconstructed and finished in the fall of 2023 at which time Mr. Hall was given one year to complete the upgrades. Mr. Hall stated he plans to get curbs done in the next couple of weeks as his contractor is available. Godzik inquired if paving is scheduled and Hall stated they do not have this scheduled; Godzik reminded him this is a requirement.

EQUIPMENT SUPERINTENDENT REPORT: None

ROAD FOREMEN REPORTS: None

FINANCE DIRECTOR REPORT: Kleeman briefly discussed the following:

- CRASIF refund of \$20,434.08 was received along with a premium discount of \$5,140. This represents a \$2 million dividend distribution to the membership.
- Budget Amendment One has been completed and will be distributed at the next board meeting for adoption at a later date. Cash Budget is also being amended with a possible distribution at the next board meeting.
- CRA Commissioners Seminar will be September 21-22, 2025, in Bay City, MI. Zulski asked for the Board to receive an agenda, and this will be sent as soon as it is available.
- CRASIF Annual Conference will be September 23, 2025, in Bay City, MI. Please let me know by the next board meeting if you plan to attend, registrations and hotel reservations can be completed.
- Attending CRASIF Work Comp Specialist training on Tuesday, July 22, 2025, along with Chevie Hoeksema in Mt. Pleasant. This training is offered once every three years.
- Attending MCRCSIP Annual Meeting, Wednesday and Thursday, July 23-24, 2025, in Mt. Pleasant.
- Next board meeting scheduled for July 31, 2025, was cancelled. Our next board meeting is scheduled for August 7, 2025.
- Public Hearing for Permit Fee Change is scheduled for August 7, 2025.

COMMISSIONER REPORTS:

- a. Kargol – Thanked Shank and Horrocks for the correction on the intersection at Greenwood Road and Cedar Valley Road.
- b. Williams – Inquired about tree project and consequences. Horrocks gave an update the contractor was given until the week after July 4, but it is not happening and Shank stated liquidated damages will be assessed on this project and on the Greenwood Road project also; it could impact future awards.
- c. Zulski – Inquired about reimbursement for the ice storm. Shank responded he believes the window for FEMA reimbursement has expired and he is waiting to hear on State reimbursement, but he is not expecting any influx. Zulski inquired about trees that still need work this fall and what is the plan? Shank responded he will look at the budget and maybe use overtime to get roads open this fall and possible plan contract tree removal for next year if our crew cannot get it completed.

PUBLIC COMMENT:

- a. Alyce Conrad – Seldon Road south of Wildwood, the section on the hill, badly washes out and the landowners are trying to correct it. The township contracted with the road commissions for this portion of the road and it is the road commission's responsibility to take care of the washout. Also, Manvel Road and Country Club Road intersection, this is a blind intersection with zero visibility due to flowers. Boyer Road and Mitchell Road

intersection has cedar trees that need cleaned out and trimmed up higher for visibility. These are critical intersections for tragic accidents. Zulski commented on the workload from the ice storm and extra rain and Shank stated he will review these.

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



Lisa Kleeman, Finance Director-Clerk of the Board



Date