

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, November 11, 2022. Frank Zulski, Board Chairman, 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 Mark Hoffman - Member

Staff Present:

Brent Shank – Engineer/Manager Travis Horrocks – Engineer/Technician
John Gray – South Road Foreman James Godzik – Permit/CADD Technician
Lisa Kleeman – Finance Director/Board Clerk Robert Genson – Equip. Superintendent
Ed Zmikly – North Road Foreman

Guests Present:

Gordon & Edith Kruskie – Readmond Twp. Toni Drier – Emmet County Commissioner
Mary Zulski Alyce Conrad
Rich Ginop

Guests Present via Zoom:

Jim Bartlett, West Traverse Twp. Supervisor Al Welsheimer – Fire Chief
David White, Emmet County Commissioner Lisa Fineout – Readmond Twp. Supervisor

Staff Present via Zoom:

Michelle Main – Administrative Assistant

MINUTES:

It was moved by Hoffman, seconded by Zulski, to approve the regular session minutes of October 28, 2022.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Hoffman, to approve accounts payable for payment of Voucher 2245 for checks 49831 through 49884 in the amount of \$686,995.55.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Zulski, seconded by Williams, to approve payroll and electronic direct deposits for Voucher 2246 for checks 57696 through 57718 in the amount of \$110,506.51.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Hoffman, seconded by Williams, to approve the Memorandum of Agreement with the Little Traverse Bay Bands of Odawa Indians for Five Mile Creek under Lower Shore Drive and Wycamp Creek under Lake Shore Drive. This agreement is for 2023 and Hoffman inquired on the match required. Shank stated the match is usually 20% but is unknown at this time. Wycamp Creek will be a timber bridge and Five Mile Creek will be a concrete box structure.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. The 2022 Cash Budget Tool was distributed and discussed. Shank asked the Board to review the format and offer input for changes. November 28, 2022 board meeting will include an amended 2022 budget. December 9, 2022 board meeting will include a public hearing for the 2023 budget.

CORRESPONDENCE:

- a. Notice of County Road Association's 8th Annual Legal Issues Symposium, December 6, 2022, at the Comfort Inn & Suites Conference Center in Mt. Pleasant, MI was distributed. Shank, Hoffman, and Kleeman plan to attend.

ENGINEER-MANAGER'S REPORT: Shank offered the following:

- Five-year plan draft that was distributed will see the following changes:
 - Remove 2023 North Conway Road project from Edwards Road to Brutus Road. To build the road to federal aid standards requires more funds than are available.
 - East Hathaway will be planned for 2023 because this road will be used during the MDOT construction project and Little Traverse Township has agreed to pay a portion of the project in the amount of up to \$190,000. This project will be paid

for with the federal aid buyout for 2023. Hoffman inquired on the timeline and MDOT detour and Shank responded it could possibly be done but should only take a few weeks to complete.

- Division Road Small Urban project has been approved and is the December letting.
- Robinson Road project will be split due to increased costs.
- Crack sealing and wedging is planned for 2023 as sealcoat is proposed for 2024.
- 2024 Brutus Road Project from North Conway Road to North Ayr Road will be planned for the federal buyout funds. North Conway Road will be wedged and chip sealed. There was further discussion on a bike trail in this area.
- 2024 will also be planned for a chip seal project.
- 2025 has no projects currently planned but may add another piece of Robinson Road.
- Brutus Road as well as wedging and crack sealing may also be planned for 2025.
- 2026 project limits may change due to inflation. It was discussed that 2025 and 2026 are a good plan but may change moving forward due to increased costs.
- There are five townships that need to have their annual meeting; possibly scheduling it for the last board meeting of January to begin in the afternoon and work into the evening. Evening was suggested as better and the Levering Garage could be used for one evening.
- MCRCSIP will complete Board development training onsite; lasting one to two hours in conjunction with a regularly scheduled board meeting.
- Suggested ordering two more trucks based on our agency savings account program and 12-month lead time. New emissions standards are coming that will significantly increase the costs of a new chassis. Bids will be set up for January or February. The current trucks on order were supposed to be here in December but are not anticipated now until at least March or much later in the year.

ENGINEER-TECHNICIAN'S REPORT: Horrocks offered the following:

- Lamkin Road Project was finished yesterday and it needs to dry up as there are moist areas; Rieth-Riley will come back next week and touch it up. If there is concern about the shoulder drop offs, road width was determined by natural beauty rules.
- 2023 Projects are in the que and will need project numbers.
- Centerline painting is being planned for next year on the primary roads.
- Surveying a DEQ permit on Sunny Ridge Road will be completed later today.
- Preparing to sell surplus equipment on an online auction site.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik has been working on the following:

- Utility companies are wrapping up for winter
- Measuring inventory stockpiles
- Finalization of permits

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported he has been pulling the trucks to prepare for winter; there are four to five trucks left. He reviewed fuel costs have increased

120%. Kleeman pulled fuel information which posted for October at \$4.01 per gallon, the same month in 2021 was \$2.29, and 2020 was \$1.40 per gallon.

ROAD FOREMAN'S REPORT: Gray stated he is wrapping up issues to prepare for spring, getting ready for tree cutting, and patching. Zmikly working on getting ready for winter, ice control sand, blading, and patching. Genson commented both brush cutters are still out working.

FINANCE DIRECTOR'S REPORT: Kleeman discussed the Michigan Transportation Funds payment for September received in November are about \$4,500 less than the previous year. She relayed the large increase in fuel and the difficulty it is creating. Next board meeting is scheduled for Monday, November 28, 2022.

COMMISSIONERS' REPORT: Commissioner Hoffman discussed roads that need to be addressed like North Pleasantview Road and Ellsworth Road. He wants to make roads safe before we do big projects. Pickerel Lake Road over Mud Creek and Maxwell Road also need to be addressed. He also noted that Karla Buckmaster called and thanked Horrocks for painting Pickerel Lake Road. He also received comments on Robinson Road regarding visibility and being able to see the deer.

Commissioner Williams discussed there is a hole at the intersection of Powers and Moore Road where the utility company fluffed in the gravel and needs to be addressed. This hole is deep and if a truck tire goes in the hole, it will bury it. It appears they tried to camouflage the hole with gravel and dirt and there is asphalt damage where the gravel eroded away; gravel is about 4" higher than the asphalt. Godzik will meet with Ken and Scott of DTE next week and will review the project.

Commissioner Zulski inquired if Horrocks and Godzik will have time to mark the right of ways for tree cutting on the corner of Milton and Powers Road yet this year; to create as much visibility as possible? Horrocks responded yes.


PUBLIC COMMENT:

- a. Gordon Kruskie – Project on Lamkin Drive has made a tremendous difference already.

Commissioner Zulski adjourned the meeting at 8:34 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date