

**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, March 12, 2026. Chairman Frank Zulski called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Frank Zulski – Chairman

James Kargol – Member

Commissioners Absent:

Wade Williams – Vice Chairman

Staff Present:

Brent Shank – Engineer/Manager

James Godzik – Permit/CADD Technician

John Gray & Ed Zmikly – Road Foremen

Tony Shaler – Shop Foreman

Lisa Kleeman - Finance Director/Board Clerk

Travis Horrocks – Engineer Technician

Guests Present:

Garrett Muir – Bear Creek Twp. Deputy Sup.

Bill Dohm – Little Traverse Twp. Supervisor

Don Mapes – Emmet County Commissioner

Gordon Kruskie

Joe Hoffman – Bear Creek Twp. Trustee

Dylan Flynn

Bryon Willcome

Nick Willcome

Ryan Flynn

Guests and Staff Present via Zoom:

David Boyer – Emmet County Administrator

Rufus Welsheimer – Resort Township Clerk

Tammy Doernenburg - Emmet County Director of Planning & Zoning

Al Welsheimer – Bear Creek & Resort Township Fire Chief

AGENDA:

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

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

MINUTES:

It was moved by Zulski, seconded by Kargol, to approve the regular session and closed session minutes of February 12, 2026.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

ACCOUNTS PAYABLE:

It was moved by Kargol, seconded by Zulski, to approve accounts payables as follows:

Voucher 2608 for checks 61218-61244 and electronic payments in the amount of \$146,405.69

Voucher 2610 for checks 61250-61288 and electronic payments in the amount of \$243,945.68

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL:

It was moved by Kargol, seconded by Zulski, to approve payroll as follows:

Voucher 2609 for checks 61245-61249 and electronic deposits/payments of \$142,640.72

Voucher 2611 for checks 61289-61293 and electronic deposits/payments of \$116,624.17

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS:

- a. 8:10 a.m. Bryon Willcome, 5722 Rustic Road, Bear Creek Township – Commercial Standards Waiver Request. Godzik summarized the request and displayed pictures of the site. Bryon Willcome stated the request is for a farm, forest, and agriculture site, not deemed commercial by Planning and Zoning, and believes concrete curb is not necessary. Doernenburg, Director of Emmet County Planning and Zoning, stated this was approved as a commercial operation and several other farm operations have complied with commercial driveway standards. Nick Willcome stated that their operation will not be open to the public or have customers using the driveway as the other farm operations. Shank, Zulski, and Kargol stated that if the property is classified as a commercial operation the requirements should be met.

It was moved by Zulski, seconded by Kargol, to deny the Commercial Standards Waiver Request.

Roll Call Vote:

Ayes: Zulski

Ayes: Kargol

Nays: None

Absent: Williams

Motion Carried

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Kargol, to approve Chairman Zulski to sign a Consent to Entry of Judgement for Karin Reid Offield, Trustee of the Karen Reid Offield Trust, Plaintiff, to vacate part of a plat concerning the combination of two lots within the plat of Birchwood Farms Golf & Country Club No. 1.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- b. It was moved by Kargol, seconded by Zulski, to approve a resolution authorizing Robert B. Shank, Engineer-Manager, and Lisa M. Kleeman, Finance Director, to sign MDOT Contract 26-5037 for Job Number 215307CON, Robinson Road from approximately .25 miles west of N. Ayr Road to approximately .38 miles west of Durkalic Road for 1.34 miles. See attached.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- c. It was moved by Kargol, seconded by Zulski , to approve a resolution authorizing Robert B. Shank, Engineer-Manager, and Lisa M. Kleeman, Finance Director, to sign MDOT Contract 25-5699 for Job Number 214684CON, Anderson Road from Intertown Road to US 131 for 1.26 miles. See attached.

Aye: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- d. It was moved by Zulski, seconded by Kargol, to authorize the repair of Click Road Bridge. The estimated cost of \$575,000 will be paid with MTF funds and other funding committed by Bear Creek Township and Emmet County.

Aye: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- e. It was moved by Zulski, seconded by Kargol, to update Policy 100-014 Capital Asset Determination, changing the Capital Asset items to be capitalized from \$3,000 to greater than \$10,000.

Aye: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- f. It was moved by Zulski, seconded by Kargol, to accept 2025 Act 51 Annual Report as presented and authorize the following:

- i. Transfer \$829,045.16 from the Primary Road Fund to the Local Road Fund
- ii. Chairman Zulski and Engineer-Manager Shank to sign the attest

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- g. It was moved by Kargol, seconded by Zulski, to change Robinson Road from Teal Road to N. Ayr Road to All Season Status.

Aye: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- h. It was moved by Zulski, seconded by Kargol, to award the bid for Office Tech Services and Testing to GFA for the 2026 Robinson Road Federal Aid Project.

Aye: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- i. It was moved by Kargol, seconded by Zulski, to award the bid for Office Tech Services and Full Inspection to OHM for the 2026 Anderson Road Small Urban Project.

Aye: Kargol, Zulski
Nays: None
Absent: Williams
Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER REPORT: Shank discussed the following:

- Contract negotiation items continue to be worked on.
- Truck driver and summer laborer interviews are scheduled for next week.
- Ten-hour day schedule will begin April 27, 2026.
- Annual CRA Highway Conference will be March 24-26, 2026, in Lansing.

ENGINEER-TECHNICIAN REPORT: Horrocks discussed the following:

- Sealcoat project is now 44 miles.
- 2026 Safety Grant submission for guardrail is being worked on for about \$440,000 for fiscal year 2028 construction.
- 72 centerline miles for painting will be completed this summer.
- Three projects we are waiting to hear on are:
 - MDOT guardrail attenuator project on I75 near the Mackinac Bridge
 - Click Road Bridge repair
 - Seldon Road reconstruction project, from Wildwood to the turnaround
- Environmental and historical review for 2027 Guardrail Safety Grant is in process.
- Pickerel Lake Road project preliminary design for 2027 NEPA review is in process.

PERMIT/CAD TECHNICIAN REPORT: Godzik had nothing additional to report.

SHOP FOREMAN REPORT: Shaler discussed the following:

- Third truck was delivered to Truck & Trailer Specialties for upfitting
- Second truck is completed and will be here soon
- New fuel system will be in use today
- New radios will be placed into use soon
- Safety Summit is April 1-2, 2026
- Implementing a new truck driver

ROAD FOREMEN REPORTS: Gray and Zmikly stated the crews have been busy with potholes and water issues.

FINANCE DIRECTOR REPORT: Kleeman discussed the Michigan Transportation Funds and Statement of Revenue and Expenditures for January. Anderson, Tackman & Co., are scheduled to present the 2025 financial audit at the next board meeting on April 9, 2026.

COMMISSIONER REPORTS:

- a. Kargol – Complimented the crew on opening ditches and handling water issues.
- b. Williams - Absent
- c. Zulski – Send a reminder to the townships to let us know of any dangerous trees that need to be taken care of. He also inquired on reimbursement for the Ice Storm and Shank responded we have passed the first review but the process is in limbo at FEMA right now and discussed other details on how funds are disbursed.

PUBLIC COMMENT:

- a. Joe Hoffman, Bear Creek Township Trustee – Inquired about the Click Road Bridge damage and contractor responsibility. Shank gave details of the piles and inspections obtained at the time of installation. Hoffman also stated they still are interested in getting work done on Greenwood Road at Fettig's farm.

Commissioner Zulski recessed the meeting at 8:49 a.m.

Commission Zulski reconvened the meeting at 8:59 a.m.

It was moved by Zulski, seconded by Kargol to begin closed session to discuss the bargaining unit contract at 9:00 a.m.

Roll Call Vote:

Ayes: Kargol

Ayes: Zulski

Nays: None

Absent: Williams

Motion carried

It was moved by Zulski, seconded by Kargol to end closed session and go back into open meeting at 9:10 a.m.

Roll Call Vote:

Ayes: Kargol

Ayes: Zulski

Nays: None

Absent: Williams

Motion carried

It was moved by Zulski, seconded by Kargol, to deny the Letter of Understand presented by the bargaining unit.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

Commissioner Zulski adjourned the meeting at 9:12 a.m.

DRAFT

Lisa Kleeman, Finance Director-Clerk of the Board

Date