

DRAFT - SUBJECT TO BOARD APPROVAL

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, February 21, 2020. Vice Chairman Robert Notestine called the meeting to order at 8:00 a.m.

Commissioners Present:

Frank Zulski - Chairman (Video) Robert Notestine - Vice Chairman

Commissioners Absent:

Larry Williams - Member

Staff Present:

Brian Gutowski - Engineer/Manager

Shawn Beckman – Project Manager

Lisa Kleeman-Finance Director/Clerk of the Board

James Godzik - Permit/CADD Technician

John Gray - Road Foreman

Ed Zmikly – Road Foreman

Guests Present:

Bill Dohm – Little Traverse Township

Jim Kargol – Emmet County Commissioner

Gordon & Edith Kruskie - Readmond Township

Toni Drier – Emmet County Commissioner

John Baker – West Traverse Township

Tom Miller – Trailsend Bay Property Assoc.

Roger Moore – Wawatam Township

Dennis Keiser – Bear Creek Township

MINUTES: It was moved by Frank Zulski, seconded by Robert Notestine, to approve the regular session minutes of February 7, 2020.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

It was moved by Frank Zulski, seconded by Robert Notestine, to authorize Brian Gutowski to sign the Accounts Payable and Payroll Vouchers for February 21, 2020.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

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Minutes of 02/21/20

Board of Emmet County Road Commissioners

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 2007, checks 46527 through 46566, in the amount of \$195,176.99, was presented for approval. It was moved by Robert Notestine, seconded by Frank Zulski, to approve accounts payable for payment of the same.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL: Voucher No. 2008 for Payroll No. 4, checks 55612 through 55643 and direct deposit, for regular payroll in the amount of \$104,020.86, was presented for approval. It was moved by Frank Zulski, seconded by Robert Notestine, to approve payroll for payment of the same.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. Tom Miller, Trailsend Bay Property Association – At the township meeting with the road commission, Commissioner Zulski stated the agency was getting out of the road building business. Miller stated he wasn't aware the road commission built roads and Gutowski clarified the crew does, but this year they won't be. Miller also stated he was surprised at the request for matching funds request from the township on the second (federal aid) portion of Wilderness Park Drive. Gutowski responded on the reason for the request. Roger Moore, Wawatam Township Supervisor stated if they help the road commission on the federal aid portion of the project it will leave less for the special assessment portion. There was further discussion regarding the time line for the third portion of the project as Miller discussed when setting up a township special assessment they need to know the cost. Moore stated he is not sure the people still want to do the project. Godzik suggested setting up a meeting with the township. Gutowski stated it is about \$360,000 to do a typical mile of road reconstruction; this road will require some widening so plan for about \$400,000 and it was always scheduled to be completed in 2021. Moore commented property owners are getting restless and Miller said people want to hear from someone from the road commission. Gutowski responded this summer is when the road commission will be getting a plan together and will meet with the residents. Lastly, Miller was surprised to hear at the township meeting that we are hiring a consultant to plan the design of the federal aid project. Gutowski stated this

year we are hiring consultants because we have several difficult to design projects and staff can't get it all done. He also said approximately \$15,000 is what it will cost because Godzik already has surveying done. Federal aid standards were discussed and Godzik will work with Miller on getting information for residents. This road is planned for 26 foot wide asphalt pavement with paved shoulders and 2 foot gravel shoulders.

- b. APPOINTMENTS: 8:15 a.m.: Public Hearing - Atkins Road from McDougal Road to Division Road for .53 miles in Bear Creek Township. It was moved by Frank Zulski, seconded by Robert Notestine, to begin the public hearing.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

The public hearing was advertised in the Petoskey News Review. There were three calls for comments. Dennis Keiser, Bear Creek Township Supervisor, questioned the three way stop at Atkins and Division. Gutowski talked with Jerry Hilburn, TCO Officer, and it takes one year for the traffic to adjust before a study can be done. Keiser stated we need to take a deeper look at this. Jim Kargol, Emmet County Commissioner, also stated resurfacing Atkins is not going to change the traffic flow and the study should be started now. Keiser added when a large store or big development comes in and they request a traffic signal, they get it, they don't have to wait a year. Notestine stated there is a school on both ends of that road and requested something be put in writing to mitigate this issue. Gutowski will do an official request to start a study. It was moved by Frank Zulski, seconded by Robert Notestine, to end the public hearing.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

NEW BUSINESS:

- a. Bids were reviewed for resurfacing Dayton Road in Little Traverse Township. It was moved by Frank Zulski, seconded by Robert Notestine, to award the bid to Rieth-Riley in the amount of \$70,340.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

b. Materials bids were reviewed.

1. It was moved by Robert Notestine, seconded by Frank Zulski, to accept the bids for Underbody Scraper Blades & Plow Shoes and for them to be used in the best interest of the Road Commission.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

2. It was moved by Robert Notestine, seconded by Frank Zulski, to accept the bids for Ice Control Sand and award Conway sand to Spierling Trucking, and Levering sand to Harbor Springs Excavating, Inc.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

3. It was moved by Frank Zulski, seconded by Robert Notestine, to accept the bids for Cold Patch and for them to be used in the best interest of the Road Commission.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

4. It was moved by Robert Notestine, seconded by Frank Zulski, to accept the bids for Hot Plant Mix Pavement 4E1 and for them to be used in the best interest of the Road Commission.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

5. It was moved by Frank Zulski, seconded by Robert Notestine, to accept the bids for Dust Control and for them to be used in the best interest of the Road Commission.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

6. It was moved by Robert Notestine, seconded by Frank Zulski, to accept the bids for Culvert Materials and for them to be used in the best interest of the Road Commission.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

7. It was moved by Frank Zulski, seconded by Robert Notestine, to accept the bids for Pavement Markings and for the 4" white and yellow be awarded to Michigan Pavement Markings and the railroad and snowmobile crossings be awarded to P.K. Contracting.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- c. Bids were reviewed for Atkins Road Crush and Shape from McDougal Road to Division Road in Bear Creek Township. It was moved by Frank Zulski, seconded by Robert Notestine, to award the bid to Payne & Dolan in the amount of \$195,043.05.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- d. Bids were reviewed for Crump Road Reconstruction design proposal. It was moved by Robert Notestine, seconded by Frank Zulski, to award the bid to KPM Engineering, in the amount of \$12,250.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- e. Bids were reviewed for Lake Shore Drive Reconstruction design proposal. It was moved by Frank Zulski, seconded by Robert Notestine, to award the bid to Prein Newhof, in the amount of \$18,000.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- f. Bids were reviewed for Rustic Road Reconstruction design proposal. It was moved by Robert Notestine, seconded by Frank Zulski, to award the bid to Huron Engineering & Surveying in the amount of \$13,760.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- g. Bids were reviewed for Eppler Road Reconstruction design proposal. It was moved by Frank Zulski, seconded by Robert Notestine, to award the bid to Gosling Czubak Engineering Sciences in the amount of \$13,100.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- h. It was moved by Robert Notestine, seconded by Frank Zulski, to sign the contract with Little Traverse Township for the Dayton Road resurfacing project.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

- i. It was moved by Robert Notestine, seconded by Frank Zulski, to sign the contract with Maple River Township for asphalt wedging on Plains Road and Woodland Road.

Ayes: Notestine, Zulski

Nays: None

Absent: Williams

Motion carried

CORRESPONDENCE:

- a. 2020 Commissioners Seminar, April 19-21, 2020, at the Park Place Hotel, Traverse City

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

- Met with MDOT on the US 31 Project from the slope failure north of Alanson to Blumke Road, \$17 Million project in 2022. MDOT will reconstruct North Milton Road from the crossover to the Village of Alanson and South Milton Road from Powers Road to

Ponshewaing Curve. There are plans to move the bike path to the railroad grade, but if the private land owner doesn't agree with the suggested easement price, South Milton Road will also have a bike route. The detour route construction may occur during 2021.

- Cherry Lane update - Attorney Henn wrote a letter to the property owner's attorney
- Next Board Meeting will March 9 instead of March 6 and tree removal bids will be reviewed.
- Weight Restrictions estimated to occur around March 3-4
- MCRCSIP Meeting March 2-4 and then vacation from March 5-6.
- Consumers Energy's price to move the power pole on Howard and Lears Road intersection went from \$110,000 to \$168,000 so funding for BIA projects is still in flux.

SUPERVISOR'S REPORT: Beckman reported the following:

- IRT Report has been completed but there are some issues left to resolve.
- BIA projects are currently being worked on but funding will dictate final design estimates on length of projects.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported working on Wilderness Park Drive Federal Aid portion. M68 property easement has been granted.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported on .

ROAD FOREMAN'S REPORT: Foreman Gray reported on routine winter maintenance but will be getting ready for the thaw by opening ditches and pushing banks back. Zmikly gave an update on Wilderness Park Drive; they started near second beach and it is slow going as it is very thick brush. They are getting through the worst of it on the lake side and trying to get to the other side of the road before the thaw.

FINANCE DIRECTOR'S REPORT: Kleeman reported on the preliminary 2019 year end loss in the amount of \$640,676.50, the effect this loss will have on fund balance, and the amount of project expenses not covered by revenue. The auditor is scheduled to be here February 24 and she will update the board at the March 6 meeting with more details. Cash balances for December 31, 2019 and January 31, 2020 were discussed.

COMMISSIONERS' REPORT: Commissioner Zulski commented on the budget and the need for additional revenue. Commissioner Notestine also commented on the improved cash from December to January. He also commented he still receives comments on better plowing in Emmet County than surrounding counties.

PUBLIC COMMENT:

- a. Dennis Keiser - Bear Creek Township Supervisor, inquired if the project bids include the total cost or are there other costs, such as design engineering to be added. Gutowski stated he will include the engineering fees in the email when he sends the bid information. Keiser also suggested one engineer hired to do all the projects, instead of bidding by the project, may result in a better price. Gutowski stated engineers specialize on different types of projects. Keiser stated it appears the BIA projects get engineered in-house but local projects are getting farmed out. Gutowski replied this was discussed at the township meetings that local road project engineering would get hired out this year.
- b. Jim Kargol – Emmet County Commissioner, inquired on the project for Eppler Road between Sheridan and Intertown; is anyone going to look at stuff between Sterzik and Sheridan and secure some easement and deal with back slopes? Gutowski stated yes, they are looking at getting easements and the design consultant will advise what should be done.
- c. Roger Moore – Wawatam Township Supervisor, inquired if there are any additional plans for crack seal on Straits View Drive. Gutowski responded yes, he just put crack sealing out for bids.
- d. Gordon Kruskie – Readmond Township Supervisor, stated we are depending on townships too much for local road funding and he believes other sources are going to need to be found for local road projects other than townships. Gutowski stated this is what the road millage was for.

Commissioner Notestine reminded everyone the next meeting will be Monday, March 9, and adjourned the meeting at 8:52 a.m.

DRAFT

Lisa Kleeman, Finance Director-Clerk of the Board

Date