

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, December 27, 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	Robert Genson - Equipment Superintendent
Tori Thompson – Administrative Assistant	James Godzik - Permit/CADD Technician
John Gray - Road Foreman	Ed Zmikly - Road Foreman

Guests Present:

James Kargol– Emmet County Commissioner	Bill Dohm – Little Traverse Township
Toni Drier – Emmet County Commissioner	John Eby – Maple River Township
Gordon & Edith Kruskie-Readmond Township	Marilyn Williams
Blaine & Mary Keller	

MINUTES: It was moved by Robert Notestine, seconded by Larry Williams, to approve the regular session minutes of December 13, 2019.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1951 checks numbering 46346 through 46380, in the amount of \$266,859.22, was presented for approval. It was moved by Larry Williams, seconded by Robert Notestine, to approve accounts payable for payment of the same.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

PAYROLL: Voucher No. 1952 for Payroll No. 26, checks numbering 55476 through 55508 and direct deposit, for regular payroll in the amount of \$124,454.16, was presented for approval. It was moved by Frank Zulski, seconded by Larry Williams, to approve payroll for payment of the same.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

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UNFINISHED BUSINESS: None

PUBLIC COMMENT: None

APPOINTMENTS: 8:15 a.m.: Blaine and Mary Keller present to ask that the requirement on an unnamed private drive located off of Evergreen Lane in Pleasantview Township, of HMA paving and curbing be waived on the multi-family driveway. The request was denied due to our policies and safety.

NEW BUSINESS:

- a. Gutowski reviewed the Final 2019 Working Budget results
- b. Gutowski reviewed the proposed 2020 Working Budget
- c. Gutowski reviewed the draft of the Emmet County Road Commission Contract Agreement with contractors. This would include the awarded contractor submit any addition or change of work in a written change order which would have to be approved by the Road Commission before that work is done. It would also require the contractor to submit a progress schedule within fifteen days after the bid is awarded, before any contracts are signed. If work is stopped, preventing the project from being completed, the Road Commission would have the option to give the project to the next bidder. All work will be cut off October 1.

Gutowski brought up more Road Commissions have started to use the MDOT Fine Scale. Notestine noted it might help move projects along. Zulski pointed out that the fine is not very high and would most likely not have much of an effect. Zulski also stated there is no reason work should not be completed by October 1 without the Scale in place. We will hold off on implementing the MDOT Fine Scale.

CORRESPONDENCE:

- a. Notice of the U.P. Road Builders Association Annual Winter Meeting January 30-31, 2020 at the Holiday Inn in Marquette, MI. No ECRC representative will be able to attend.
- b. Notice of the County Road Association of Michigan 2020 Highway Conference and Road Show at the Radisson Hotel in Lansing, March 10-12, 2020. Zulski and Williams would like to attend.

ENGINEER-MANAGER'S REPORT: Gutowski and Godzik will be meeting with Joel Wurster this morning at 10:00 a.m. regarding our property on M-68 and the possibility of abandonment. A Public Hearing will be held on January 24, 2020.

Our next meeting will be next week on Friday, January 3, 2020 at 8:00 a.m.

SUPERVISOR'S REPORT: None

PERMIT/CAD REPORT: Godzik and Pat Carter have been preparing Wilderness Drive to get the Federal Aid project started.

Gibson Excavating was hired to fix Cherry Lane. The issue was fixed in a very timely two days. There will need to be a clean up in the spring. A grading easement was obtained to contain the flowing water. Gutowski added that the estimated cost to fix the issue was \$33,000.00. Resort Township has agreed to pay for the \$5,000.00 culvert under Indian Garden Road. The remaining amount is left to the Holbrook's. Their lawyer disagrees that water redirected to run into our right-of-way by the Holbrook's is considered encroachment. The issue may have to be taken to court, which, at that point, will not be covered by MCRCSIP.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported we have received one of our new trucks and the other three are almost done.

COMMISSIONERS' REPORT: Notestine requested that Gutowski begin recording how much time he spends on managing verses engineering so the Road Commission can try to find a proper fit for the next Engineer-Manager, when Gutowski retires.

Zulski asked for an update on the DNR contract and the Federal Aid Buy-Out. Godzik has filed and paid for the DNR contract at the Register of Deeds. Gutowski shared that the Federal Aid Buy-Out has not been released due to a computer glitch on their end. The information should be available by mid January. Zulski also addressed Genson on cutting truck maintenance cost while waiting for the new trucks to arrive by, instead of fixing any large costing issue, putting the truck aside, if possible.

ROAD FOREMAN'S REPORT: Gray and Zmikly have been taking advantage of the break in weather by filling potholes and cutting down trees.

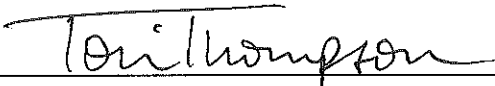
FINANCE DIRECTOR REPORT: None

PUBLIC COMMENT:

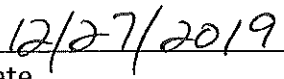
Toni Drier, Emmet County Commissioner, complimented the idea of contractors having to submit a progress schedule to keep projects moving along in a timely manner.

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Commissioner Zulski adjourned the meeting at 9:26 a.m.



Tori Thompson, Administrative Assistant



Date