

MINUTES
EMMET COUNTY ROAD COMMISSION
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in special session at the offices in Harbor Springs on January 21, 2020, for the purposes of discussing road issues with township officials from Pleasantview, Springvale, Littlefield, and Maple River Township.

Commissioners Present: Frank Zulski, Robert Notestine, and Larry Williams

Staff Present: Brian Gutowski – Engineer-Manager, Shawn Beckman – Project Manager, James Godzik-Permit/CADD Tech, John Gray - Road Foreman, and Lisa Kleeman - Finance Director/Clerk of the Board

Guests Present:

James Kargol, Emmet County Commissioner
Marilyn Williams

Pleasantview Township:

Clerk – Debra Bosma
Treasurer – Maureen Barkley

Springvale Township:

Supervisor – Tom Whipp
Clerk – Patricia McCune
Deputy Clerk - Elaine Whipp
Trustee - Becky Fettig

Littlefield Township:

Supervisor – Damien Henning
Clerk – Sondra Festerling
Treasurer – Kimberli Shomin
Trustee – Dean Morford

Maple River Township:

Supervisor – John Eby
Treasurer – Nancy Salar
Trustee – Charles Blumke

Chairman Zulski called the meeting to order at 5:58 p.m. and welcomed Pleasantview Township officials. He gave opening comments that consisted of an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Pleasantview Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Pleasantview Township is 7.51, up from 7.31 last year. Gutowski went on to show where Pleasantview Township ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 74% good, 26% fair, and 0% poor condition.

Gutowski presented 2020 suggested repairs funded by Pleasantview Township. Crack sealing is planned for .73 miles with road commission funds in the amount of \$1,911. He recommends upgrading Stutsmanville and Welsheimer Roads for .75 miles for approximately \$140,000.

Maureen Blakely stated they would like to finish Winter Park and Loveland Drive in the Hamlet with ultra-thins. She also requested more gravel be placed on Welsheimer and Stutsmanville Road before they are paved. She also requested Forest Funds for Welsheimer and Stutsmanville Roads. Zulski and Gutowski responded the agency will not have sufficient Forest Funds to allocate any to these roads during 2020.

Debbie Bosma commented that Stutsmanville Road, where the new project was completed and the road raised, has caused drainage into her driveway. Zulski explained that a culvert would alleviate the issue.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Blakely also asked about Wild Cherry Lane and moving the road into the right of way and correct drainage. Godzik remarked he is still working on this issue. Bosma remarked that Highland Pike Road west of Pleasantview has a reoccurring edge drop; Gray will check on this. Bosma also had pictures of Stutsmanville Road and cars parking so snowplowing cannot be completed. Gutowski stated cars can park on the road but not if it obstructs traffic; he suggested calling the sheriff. Zulski also let them know that there may be funds available through the gas and oil leasing grants for parking or recreational improvements. Gutowski commented to work through Paige Perry at the DNR.

Bosma complimented Gutowski on the presentation at the MTA Meeting; she appreciated the historical information since the millage was passed in 2005 and what has been accomplished through the townships.

With no further business, the Pleasantview Township officials left the meeting at 6:26 p.m.

Chairman Zulski welcomed Springvale Township officials at 6:33 p.m. He gave an overview of current financial conditions.

Gutowski reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Springvale Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Springvale Township is 7.40. Gutowski went on to show where Springvale Township ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 78% good, 15% fair, and 7% poor condition.

Gutowski presented 2020 suggested repairs funded by Springvale Township. Crack sealing is planned for 1.00 mile with road commission funds in the amount of \$2,500. He recommends ultra-thins on Channel Road and Silver Creek Road for 2.07 miles for approximately \$159,390 and a reconstruct of Cincinnati Pointe for .21 miles for approximately \$56,700.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Gutowski discussed a legal issue that is pending that prevents working on Cincinnati, but it should be resolved soon. There was also discussion on Rustic Road and the township hiring a design engineering consultant to create an estimate. This would be a joint project with Bear Creek Township for 2021.

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Discussion ensued on Greenwood Road as the project is still not completed. Beckman updated the township on the status of the discrepancies and contract retainage that has been withheld. Rieth-Riley is still on strike.

Supervisor Whipp also mentioned the manhole covers on Trails End Road need to be addressed before the road is paved.

With no further business, the Springvale Township officials left the meeting at 6:58 p.m.

Chairman Zulski welcomed Littlefield Township officials at 7:03 p.m. He gave an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained the current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Littlefield Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance and fixes.

The average local road rating for Littlefield Township is 6.41, down from 6.64 last year. Gutowski went on to show where Littlefield ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 56% good, 25% fair, and 19% poor condition.

Gutowski presented 2020 suggested repairs funded by Littlefield Township for a total of \$350,000. The Road Commission plans to pay \$4,450 for crack sealing on 1.78 miles. He suggests a gravel upgrade on Crump Road for .94 miles but believes the price will be higher than the \$350,000 estimated.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Supervisor Henning discussed Crump Road and utilizing Forest Funds; Gutowski stated some of these funds could be allocated for 2021. Drainage issues on this road were discussed in length. Beckman explained the process for hiring a consultant for design engineering. Gutowski will put this engineering

project out for bids and review them with the township. Kargol offered some positive aspects on Crump Road which include a good sand base and very little tree clearing will be required. He also mentioned sump drainage that could be added to improve the road. Gutowski informed the township they could use their allocation to pay for the engineering design.

Beckman mentioned there will be a long detour for approximately six weeks while a bridge is being constructed on Banwell Road over Cedar Creek.

Morford also asked for a snowplow to widen the end of Kuebler Road at Luce Street for the bus stop.

It was moved by Frank Zulski, seconded by Robert Notestine, to allow Littlefield Township to carry over their allocation an extra year due to paying for a consultant for design engineering on Crump Road.

Ayes: Notestine, Williams, Zulski

Nays: None

Motion carried

With no further business, the Littlefield officials left the meeting at 7:35 p.m.

Chairman Zulski welcomed Maple River Township officials at 7:38 p.m. He gave an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained the current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Maple River Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition of each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Maple River Township is 6.03, down from 6.18 last year. Gutowski went on to show where Maple River ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 38% good, 46% fair, and 16% poor condition.

Gutowski presented 2020 suggested repairs funded by Maple River Township. Gutowski suggests wedging on Plains Road for .75 miles for approximately \$41,250.00.

Supervisor Eby would like to plan for wedging on Plains Road from Woodland Road to Robinson Road and Woodland Road from Plains Road to Gregory Road for a total of about 2 miles. He may, at a later

date, add more on Gregory Road all the way to the bridge project. Eby also asked for options other than Afton stone if recycled asphalt is not available. There was much discussion about what is the best gravel or recycled product to place on the gravel portion of Maple River Road. Gutowski will check on prices of recycled asphalt and other recycled products like concrete and shingles. Eby also inquired on seal coating some of their roads that have been wedged. Gutowski mentioned planning seal coating in 2021 on primary roads so that would be a good time for Maple River Township to plan for.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

With no further business, Chairman Zulski adjourned the meeting at 8:02 p.m.



Lisa Kleeman – Finance Director/Clerk of the Board

01-24-2020

Date