

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, August 31, 2023. Vice Chairman Wade Williams called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Wade Williams – Vice Chairman
Mark Hoffman - Member

Commissioners Absent:

Frank Zulski – Chairman

Staff Present:

Brent Shank – Engineer/Manager
Ed Zmikly – North Road Foreman
John Gray – South Road Foreman

Lisa Kleeman – Finance Director/Board Clerk
Travis Horrocks – Engineer Technician
Chelsea Ellis – Administrative Assistant

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor
Gordon & Edith Kruskie

Don Mapes – Emmet County Commissioner
Alyce Conrad

Guests Present via Zoom:

Dave Boyer – Emmet County Administrator
Jim Bartlett – West Traverse Twp. Supervisor
Dennis Keiser – Bear Creek Twp. Supervisor

David White – Emmet County Commissioner
Al Welsheimer – Resort/Bear Creek Fire Chief

MINUTES:

It was moved by Hoffman, seconded by Williams, to approve the regular session minutes of August 17, 2023.

Ayes: Hoffman, Williams

Nays: None

Absent: Zulski

Motion carried

ACCOUNTS PAYABLE:

It was moved by Hoffman, seconded by Williams, to approve accounts payable for payment of Voucher 2338 for electronic funds transfer payments and checks 50766 through 50810 in the amount of \$695,030.91.

Ayes: Hoffman, Williams

Nays: None

Absent: Zulski

Motion carried

PAYROLL:

It was moved by Hoffman, seconded by Williams, to approve payroll and electronic direct deposits for Voucher 2339 for checks 58159 through 58172 in the amount of \$106,802.18.

Ayes: Hoffman, Williams

Nays: None

Absent: Zulski

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Williams, seconded by Hoffman, to purchase a John Deere 190GW wheeled excavator through MiDeal. There were many questions answered by Shank regarding this machine and attachments.

Ayes: Hoffman, Williams

Nays: None

Absent: Zulski

Motion carried

- b. It was moved by Hoffman, seconded by Williams, to purchase two pickups through MiDeal.

Ayes: Hoffman, Williams

Nays: None

Absent: Zulski

Motion carried

CORRESPONDENCE:

- a. Northern Michigan Association of Road Commissions 2024 Board Member Ballot was received. It was moved by Hoffman, seconded by Williams, to vote for incumbents Mark Christensen of Montcalm County and David Pettersch of Gladwin County.

Ayes: Hoffman, Williams

Nays: None

Absent: Zulski

Motion carried

ENGINEER-MANAGER'S REPORT: Shank reported on the following:

- Brian Drayton, crew leader for the MDOT Summer Program, will be presenting at the September 29, 2023, board meeting.
- Shank would like to close the Bay Shore Pit as it is not in a good location for efficiency and there are potential water issues. The township would prefer to make this residential property and obtaining access to Pincherry Road would be preferable before making the property ready for sale.
- Shank will be absent from the September 18, 2023, board meeting.

ENGINEER-TECHNICIAN'S REPORT: Horrocks gave the following update on projects:

- Robinson Road Project was completed yesterday.
- Intertown Road Project was completed yesterday.
- Fochtman Industrial Park Drive is being painted today.
- Douglas Lake Road Bridge is being painted today.
- McKinley Township gravel projects have begun; the crew is working on Ball Road today. Gravel has also been hauled in for a second portion of Ball Road and Reed Road.
- Millings from Fochtman Industrial Park Drive were placed on Bellmer Road.
- Adopt a Road sign locations have been checked.
- Equipment auction is scheduled for October 17, 2023.
- Primary Road PASER ratings will begin in the next couple of weeks.
- Primary Road project designs will be the next priority to get bids out in November.
- He reminded the townships that now is a good time to begin plans for local road projects and let him know.

PERMIT/CAD TECHNICIAN'S REPORT: None

EQUIPMENT SUPERINTENDENT'S REPORT: None

ROAD FOREMAN'S REPORT: Zmikly stated the crew has been working on restoration on the Douglas Lake Road Bridge and McKinley Township gravel projects. They have been changing culverts, guardrail, grading, brush cutting, and patching. Gray stated Graham Road has been paved and shoulders will be completed today; Rustic Road will be next. They have been completing berm removal, unplugging culverts, and trying to address hot spots before winter.

FINANCE DIRECTOR'S REPORT: Kleeman distributed and discussed the MTF payment for July along with a cash budget through August 31, 2023. She reminded the board and meeting attendees the next meeting is Monday, September 18.

COMMISSIONERS' REPORT: Commissioner Hoffman inquired on a portion of Pickerel Lake Road guardrail and Gray responded they are waiting for one part to come in to repair this. He also noticed they are working on the light on US 31 and Pickerel Lake Road. He then inquired how driveways get repaired after projects and Shank responded with the normal process.

PUBLIC COMMENT: None

Commissioner Williams recessed the meeting at 8:35 a.m.

Commissioner Williams reconvened the meeting at 8:41 a.m.

CLOSED SESSION:

It was moved by Hoffman, seconded by Williams, to go into closed session at 8:41 a.m. to discuss collective bargaining agreement negotiations; MCL 15.268(c).

Roll Call Vote:

Aye: Williams

Aye: Hoffman

Absent: Zulski

Motion carried

It was moved by Williams, seconded by Hoffman, to go back into open session at 9:31 a.m.

Roll Call Vote:

Aye: Williams

Aye: Hoffman

Absent: Zulski

Motion carried

Commissioner Williams adjourned the meeting at 9:31 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date