

**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 on March 8, 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                      John Gray – South End Road Foremen  
Robert Genson - Equipment Superintendent                      Shawn Beckman - Project Manager  
Lisa Kleeman - Finance Director/Clerk of the Board                      Ed Zmikly - North End Road Foreman

Guests Present:

Jim Kargol - Emmet County Commissioner                      John Baker – West Traverse Township  
Bill Dohm – Little Traverse Township                      Gordon & Edith Kruskie – Readmond Township  
Alice Conrad – Springvale Township                      Larry Flynn - Trailsend Bay Property Association  
Tom Miller - Trailsend Bay Property Association                      James Anderson - O’Connor Road  
Tammy Doernenburg - Emmet County                      Grant Martinchek - Martinchek Road  
Mary Martinchek - Martinchek Road                      Harry Dixon - Martinchek Road  
Roger Moore - Wawatam Township                      Robert Desy - Wawatam Township  
Douglas Foughty - Wilderness Park Drive                      Michelle Karll - Wawatam Township  
Janet Yahne

MINUTES: It was moved by Robert Notestine, seconded by Larry Williams, to approve the regular meeting minutes of February 22, 2019.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1909, checks numbering 45326 through 45383, in the amount of \$287,048.73, was presented for approval. It was moved by Frank Zulski, seconded by Larry Williams, to approve accounts payable for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

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Minutes of 03/08/19

Board of Emmet County Road Commissioners

PAYROLL: Voucher No. 1910 for Payroll No. 5, checks numbering 54279 through 54337, for regular payroll in the amount of \$114,627.14, was presented for approval. It was moved by Larry Williams, seconded by Robert Notestine, to approve payroll for payment of the same.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Warren Street Ultra-thin project and Waldenwood Road/Forest Ridge Asphalt Overlay project award to Rieth-Riley is postponed until the township makes a decision on Clayton Road.

PUBLIC COMMENT: None

APPOINTMENTS:

- a. 8:10 A.M.: Public Hearing - Proposed abandonment of O'Connor Road from M-119 then east for 0.15 miles in Friendship Township. It was moved by Larry Williams, seconded by Robert Notestine, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted at the road commission Conway and Levering offices as well as the Emmet County Building. Janell Van Divner, Friendship Township Clerk, gave support for the abandonment. There were three calls for comment. Receiving no additional comments, it was moved by Larry Williams, seconded by Robert Notestine, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

- b. 8:15 A.M.: Public Hearing - Proposed Gill Road over Carp River culvert removal/bridge replacement project in Carp Lake Township. It was moved by Robert Notestine, seconded by Frank Zulski, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted at the road commission Conway and Levering offices as well as the Emmet County Building and advertised in the Petoskey News Review. There were three calls for comment. Receiving no additional comments, it was moved by Robert Notestine, seconded by Frank Zulski, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

- c. 8:20 A.M.: Public Hearing - Proposed Martinchek Road reconstruction project, from Townline Road to Horton Bay Road in Resort Township for .98 miles. It was moved by Larry Williams, seconded by Robert Notestine, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted at the road commission Conway and Levering offices as well as the Emmet County Building and advertised in the Petoskey News Review. There were three calls for comment. Grant and Mary Martinchek of Martinchek Road reinforce the need for a total reconstruct as the road is in very poor shape. Receiving no additional comments, it was moved by Larry Williams, seconded by Robert Notestine, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

- d. 8:25 A.M.: Public Hearing - Proposed Emmet Heights Road reconstruction project, from Bester Road to Quick Road for 0.48 miles in Little Traverse Township. It was moved by Larry Williams, seconded by Robert Notestine, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted at the road commission Conway and Levering offices as well as the Emmet County Building and advertised in the Harbor Light Newspaper. There were three calls for comment. Receiving no additional comments, it was moved by Robert Notestine, seconded by Frank Zulski, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

- e. 8:30 A.M.: Public Hearing - Proposed Clayton Road reconstruction project from Hathaway Road to Duvernay Lane for 0.49 miles in Little Traverse Township. It was moved by Robert Notestine, seconded by Larry Williams, to begin the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

The public hearing was posted at the road commission Conway and Levering offices as well as the Emmet County Building and advertised in the Harbor Light Newspaper. There were three calls for comment. Receiving no additional comments, it was moved by Larry Williams, seconded by Robert Notestine, to end the public hearing.

Ayes: Zulski, Williams, Notestine

Nays: None

Motion carried

NEW BUSINESS:

- a. Materials bids were reviewed.
  - 1. It was moved by Larry Williams, seconded by Frank Zulski, to accept the bids for Underbody Scraper Blades and for them to be used in the best interest of the Road Commission.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

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

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

3. It was moved by Larry Williams, 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: Williams, Notestine, Zulski

Nays: None

Motion carried

4. It was moved by Larry Williams, 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: Williams, Notestine, Zulski

Nays: None

Motion carried

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

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

6. It was moved by Larry Williams, 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: Williams, Notestine, Zulski

Nays: None

Motion carried

7. It was moved by Larry Williams, seconded by Frank Zulski, to accept the bids for Pavement Markings and for them to be used in the best interest of the Road Commission.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- b. Chip Seal Bituminous Materials bid was reviewed. It was moved by Frank Zulski, seconded by Larry Williams, to accept and award the bid to Michigan Paving & Materials, Co.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- c. Chip Seal Aggregate Supply bids were reviewed. It was moved by Robert Notestine, seconded by Larry Williams, to accept the bids and award it to Poquette Leasing, Co. Commissioner Williams inquired on the quantity, quality, and plans for testing of the aggregate. Beckman stated it would be tested and a sieve analysis completed.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- d. Bids for asphalt wedging on Robinson Road, Pickerel Lake Road, Blanchard Road, and Gill Road were reviewed. It was moved by Robert Notestine, seconded by Larry Williams, to award the bid to Rieth-Riley Construction Co., Inc. in the amount of \$351,990.00.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- e. Bids for the reconstruction of Clayton Road were reviewed. It was moved by Frank Zulski, seconded by Larry Williams, to award the bid to Rieth-Riley Construction Co., Inc. in the amount of \$140,779.00.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- f. It was moved by Frank Zulski, seconded by Robert Notestine, to sign the contract with Rieth-Riley for the Berry Creek Valley Road Asphalt Overlay Project in Springvale Township.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- g. It was moved by Larry Williams, seconded by Frank Zulski, to sign the contract with Tri-County Excavating for the Martinchek Road Reconstruction Project in Resort Township.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- h. It was moved by Frank Zulski, seconded by Larry Williams, to sign the contract with Little Traverse Township for the Clayton Road Reconstruction Project.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- i. It was moved by Larry Williams, seconded by Robert Notestine, to sign the contract with Center Township for the seal coating of Ely Road and Valley Road.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- j. It was moved by Frank Zulski, seconded by Larry Williams, to sign the contract with John Henry Excavating, Inc. for the Gill Road Timber Bridge Pile and Cap Installation Project.

Ayes: Williams, Notestine, Zulski

Nays: None

Motion carried

- k. It was moved by Frank Zulski, seconded by Larry Williams, to abandon O'Connor Road in Friendship Township.

Roll Call Vote: Zulski - Aye

Notestine - Aye

Williams - Aye

Nays: None

Motion carried

CORRESPONDENCE:

- a. MCRCSIP Board of Directors position opening was announced and discussed.

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

- Governor Whitmer proposed a gas tax increase of \$.45. This would be a new fund outside of the Michigan Transportation Fund with 70% of the new money going to MDOT for high volume roads and high priority projects. This caused more discussion to ensue.
- Logging driveway issue may be discussed and reinstated by the current legislature
- Roscommon County Road Commission is bringing proposed new legislative policies to the County Road Association Annual Highway Conference for the membership to consider regarding agriculture and logging funds.
- Great Lakes Energy meeting Monday, March 11, at 10:00 a.m. with James Godzik regarding True Stream and obtaining permits
- Federal Aid Buyout for 2020 with Oakland County for Pickerel Lake Road for \$.80 on the \$1.00. The total would be approximately \$480,000 for 2.45 miles of reconstruction.
- February seen the largest MDOT winter billing in our history

SUPERVISOR'S REPORT: Beckman reported on project updates for Greenwood and Atkins Road. He will be in Lansing next week for training and recertification for federal aid project requirements.

PERMIT/CAD REPORT: None

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported everything is going well.

COMMISSIONERS' REPORT: Commissioners Zulski and Williams asked for appreciation and thanks be given to staff for doing an excellent job during the long and difficult winter. Commissioner Notestine asked the meeting time be changed due to lack of bus drivers available but Zulski and Williams did not want to change the meeting time except maybe occasionally.

ROAD FOREMAN'S REPORT: Gray and Zmikly reported getting the banks blown and winged back as well as tree cutting having started with our crew and a contractor.

FINANCE DIRECTOR REPORT: Kleeman reported the onsite annual financial audit has been completed and Phil Wolf of Anderson Tackman will be presenting the audit report on March 22, 2019.

PUBLIC COMMENT:

- a. Janet Yahne inquired about the time line on the Clayton Road Project. Gutowski estimated the project would be completed during the middle of summer.

Commissioner Zulski called a five minute break.



Wawatam Township officials were welcomed to discuss the 5-Year Road Improvement Plan and Wilderness Park Drive.

Zulski offered comments and thanks to the township for support on recent legislation, SB 396, and asked for the road commission to be notified when observing logging operations.

Gutowski 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 Wawatam Township's Local Road 2019 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 Wawatam Township is 7.95. Gutowski went on to show where Wawatam ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 86% good, 14% fair, and 0% poor condition.

Gutowski presented a 5-Year Road Priority List for Wawatam Township. 2019 suggested repairs funded by Wawatam Township total \$57,000. He recommends an ultra-thin overlay on Point Drive for .76 miles.

Gutowski discussed tree removal and proposed a funding plan. He also offered for the township to use its annual allocation amount for road commission staff to remove trees. Gutowski reminded attendees that tree removal must be completed between October 1 through March 31, due to the Long-eared and Indiana Bat.

There was a lengthy discussion regarding Wilderness Park Drive. This involved the three projects that are planned with the main focus of the conversation revolving around right of way, easements, encroachments, funding, permitting, and wetlands.

With no further business, Commissioner Zulski adjourned the meeting at 9:40 a.m.

**DRAFT**