

MINUTES
EMMET COUNTY ROAD COMMISSION
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in special session at the Emmet County Road Commission Levering Garage in Levering on January 23, 2020, for the purposes of discussing road issues with township officials from Wawatam, Carp Lake, Bliss, and McKinley Township.

Commissioners Present: Frank Zulski and Larry Williams

Commissioners Absent: Robert Notestine

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

Guests Present:

Tom Miller, Trailsend Bay Property Association

Larry Flynn, Trailsend Bay Property Association

Wawatam Township Officials:

Supervisor – Roger Moore

Clerk – Michelle Karll

Trustee – Robert Desy

Trustee – Roy Cole

Carp Lake Township Officials: None

Bliss Township Officials:

Supervisor – Phil Lechowicz

McKinley Township Officials:

Clerk – Alicia Morrow

Treasurer – Elizabeth Readmond

Chairman Frank Zulski called the meeting to order at 6:00 p.m. and welcomed Wawatam Township officials to the meeting. 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 Wawatam 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.

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The average local road rating for Wawatam Township is 7.36. 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 2020 suggested repairs funded by Wawatam Township. He recommends ultra-thin on Pointe Drive; paid with local funds of approximately \$77,052 on .76 miles. Gutowski also reviewed Wilderness Park Drive and Headlands Road Federal Aid projects and the need for the township's assistance with the match required. The road commission is responsible for an estimated \$244,000 match for these projects.

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 informed Wawatam Township of the need to hire a consultant to design the township project portion of Wilderness Park Drive and it was agreed to use the township allocation to pay for this. The cost is estimated between \$15,000 and \$20,000.

There was much discussion on water levels, timing of construction, right of way encroachments, and contract deadlines.

With no further business, the Wawatam Township officials left the meeting at 6:34 p.m.

Carp Lake Township officials did not attend the meeting.

Chairman Zulski welcomed the Bliss Township official to the meeting at 6:57 p.m. and 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 Bliss 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 Bliss Township is 5.98, up from 5.87 last year. Gutowski went on to show where Bliss ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 7% good, 93% fair, and 0% poor condition.

Gutowski presented 2020 suggested repairs for Bliss Township. The road commission is planning to crack seal .99 miles of Valley Road for \$2,500. He recommends wedging on West Bliss, paid with local funds, for about \$33,550 on .61 miles.

Supervisor Lechowicz plans to finish wedging on West Bliss and then work on Garber Road off Pleasantview Road.

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, the Bliss Township official left the meeting at 7:13 p.m.

Chairman Zulski welcomed the McKinley Township officials to the meeting at 7:15 p.m. and 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 McKinley 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 McKinley Township is 7.61, up from 6.86 last year. Gutowski went on to show where McKinley ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 89% good, 11% fair, and 0% poor condition.

Gutowski presented 2020 suggested repairs for McKinley Township. The road commission plans crack sealing on 1.44 miles for \$3,600. He has been in contact Supervisor Drier and there are no plans for a project during 2020. Drier will contact Gutowski if he plans to add gravel to any roads during 2020.

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Treasurer Readmond inquired on the tree schedule and Zmikly responded with the plans for this year.

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 7:30 p.m.



Lisa Kleeman – Finance Director/Clerk of the Board

01-24-2020

Date