

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, April 30, 2021. Frank Zulski, Chairman of the Board, called the meeting to order at 8:00 a.m.

Commissioners Present:

Frank Zulski – Chairman

Commissioners Present via Zoom:

Wade Williams – Member, Littlefield Township

Staff Present:

Brian Gutowski - Engineer/Manager

Lisa Kleeman – Finance Director/Board Clerk

James Godzik – Permit/CADD Technician

Guests Present:

Gordon & Edith Kruskie – Readmond Twp.

Edward Kuligowski – Pleasantview Twp. Sup.

Guests Present via Zoom:

David White – Emmet County Commissioner

Dennis Keiser – Bear Creek Twp. Supervisor

Paul Schemanski – Resort Township Trustee

Bill Dohm – Little Traverse Twp. Supervisor

Thomas Miller – Trailsend Bay Property Assoc.

Toni Drier – Emmet County Commissioner

Stephen Keller – Cross Village Twp. Supervisor

Ken Garver – Little Traverse Twp. Trustee

MINUTES: It was moved by Frank Zulski, seconded by Wade Williams, to approve the regular session minutes of April 16, 2021.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

ACCOUNTS PAYABLE:

Vouchers No. 2117A and 2117B for Accounts Payable checks 47967 through 47993, in the amount of \$552,484.15 were presented for approval. It was moved by Wade Williams, seconded by Frank Zulski, to approve accounts payable for payment of the same.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

PAYROLL:

Voucher No. 2118 for Payroll No. 9, checks 56596 through 56623 and direct deposit, in the amount of \$98,169.33, was presented for approval. It was moved by Frank Zulski, seconded by Wade Williams, to approve payroll for payment of the same.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. Dennis Keiser, Bear Creek Township Supervisor – Inquired on the timeline, contractor, water flow, and location for the Boyer Road over Tannery Creek concrete box culvert replacement. Gutowski responded it would be about September before it was complete, the contractor has completed several of this type of culvert in mid-Michigan, a temporary coffer dam will be used during installation, and the new culvert will be placed in the same location as the current culvert.

APPOINTMENTS:

- a. 8:10 a.m. Public Hearing for proposed improvements to Mindel Road from Evergreen Trail then north for .31 miles in Bear Creek Township. It was moved by Wade Williams, seconded by Frank Zulski, to begin the public hearing.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

The public hearing was advertised in the Petoskey News Review. No comments were received prior to the public hearing and there were three calls for comments. It was moved by Frank Zulski, seconded by Wade Williams, to end the public hearing.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Rieth-Riley for the Hedrick and Catob Road Asphalt Overlay project in Little Traverse Township.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- b. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Maple River Township for Asphalt Wedging on Woodland Road and Gregory Road.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- c. It was moved by Frank Zulski, seconded by Wade Williams, to award the bid to Wonsey Tree Service, Inc. in the amount of \$156,447 for the Boyer Road over Tannery Creek Concrete Box Culvert project in Bear Creek Township.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- d. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Wonsey Tree Service, Inc. for the Boyer Road over Tannery Creek Concrete Box Culvert project in Bear Creek Township.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- e. It was moved by Frank Zulski, seconded by Wade Williams, to award the bid to Rieth-Riley in the amount of \$159,020 for the Troup and Terpening Roads Asphalt Overlay project in Friendship Township.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- f. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Friendship Township for the Troup Road and Terpening Road Asphalt Overlay project in Pleasantview Township.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- g. It was moved by Frank Zulski, seconded by Wade Williams, to approve the updated COVID-19 Preparedness and Response Plan.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- h. It was moved by Wade Williams, seconded by Frank Zulski, to sign the Transfer of Federal Aid Agreement with the Road Commission for Oakland County for the second half of Levering Road for \$.80 for each \$1.00.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- i. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Carp Lake Township for asphalt wedging on local roads.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

- j. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Little Traverse Bay Band of Odawa Indians for the Stutsmanville Road resurfacing project.

Ayes: Williams, Zulski

Nays: None

Vacant: One

Motion carried

CORRESPONDENCE:

- a. Notice of Straits Area Council Meeting on Tuesday, May 4, 2021 via Zoom only.

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

- Asset Management Plan Training on May 4-5 and May 11-13, via Zoom for bridges and roads.
- Tuesday, May 4, meeting with Dennis Keiser, Tammy Doernenburg, and Amanda Swiss on the traffic study for US 31 through Bayview.
- Next board meeting, Hill Road HMA bids for Readmond Township will be presented for award.
- May 12-14, MCRCSIP Meeting in Mt. Pleasant.
- Four 10-hour days start on Monday, we will be closed on Fridays.
- Work session that is usually held in May will be schedule for June when the new commissioner can participate.

SUPERVISOR'S REPORT: Gutowski gave an update on the following:

- Stutsmanville Road turnaround is finishing up
- Rieth-Riley has a good start on the Stutsmanville BIA project from Pleasantview to State Road. The wedging has been completed as well as culvert replacement and tree removal.
- Tri-County Excavating has started on Country Club Road.
- Munger Road gravel contained rebar so gravel had to be excavated out and replaced.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik gave an update on culvert installation status on Wilderness Park Drive from Cecil Bay Drive to Second Beach. Permits are beginning to increase.

EQUIPMENT SUPERINTENDENT'S REPORT: None

ROAD FOREMAN'S REPORT: None

FINANCE DIRECTOR'S REPORT: Kleeman distributed and discussed the following:

- March Financial Report and Trial Balance
- Michigan Transportation Funds Report for March to be received in May as compared to prior years and budgeted amount.
- MDOT Meeting – About \$100,000 of unspent funds for winter maintenance and materials will be transferred to our summer budget.

COMMISSIONERS' REPORT: Commissioner Zulski commented how quickly Johansen's Tree Services removed the large trees on Larks Lake Road. Commissioner Williams reiterated trees on any new projects need to be taken care of ahead of time to make the road last longer.

PUBLIC COMMENT:

- a. Gordon Kruskie, Readmond Township Trustee – commented on the great amount and multiple dead trees along the roads that still need to be removed.
- b. Toni Drier, Emmet County Commissioner – stated the road commission board appointment will be made May 20, 2021.

- c. Thomas Miller, Trailsend Bay Property Association – offered comments on culverts that appear to have problems keeping gravel, another replaced culvert has problems with water flow and will need more ditching, and tree removal to be done by Great Lakes Energy. Gutowski stated grindings can be used in the culvert replacement areas and Godzik discussed the water problems with Zmikly which will be addressed in the future as well as the timeline for the tree removal which should occur soon.

Commissioner Zulski adjourned the meeting at 8:35 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

5-17-21

Date