

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, June 25, 2020. Chairman Frank Zulski called the meeting to order at 8:00 a.m.

Commissioners Present:

Frank Zulski - Chairman Robert Notestine - Vice Chairman Wade Williams - Member

Staff Present:

Brian Gutowski - Engineer/Manager James Godzik-Permit/CADD Technician
Lisa Kleeman-Finance Director/Clerk of the Board John Gray – Road Foreman
Robert Genson - Equipment Superintendent

Guests Present:

James Kargol – Emmet County Commissioner Dennis Keiser – Bear Creek Township
Toni Drier – Emmet County Commissioner Bill Dohm – Little Traverse Township
Gordon & Edith Kruskie - Readmond Township Alice Conrad – Springvale Township

MINUTES: It was moved by Robert Notestine, seconded by Frank Zulski, to approve the regular session minutes of June 11, 2020.

Ayes: Notestine, Zulski, Williams

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 2025, checks 46861 through 46910, in the amount of \$643,747.18 was presented for approval. It was moved by Frank Zulski, seconded by Robert Notestine, to approve accounts payable for payment of the same.

Ayes: Notestine, Zulski, Williams

Nays: None

Motion carried

PAYROLL: Voucher No. 2026 for Payroll No. 13, checks 55900 through 55930 and direct deposit, for regular payroll in the amount of \$96,414.03, was presented for approval. It was moved by Robert Notestine, seconded by Frank Zulski, to approve payroll for payment of the same.

Ayes: Notestine, Zulski, Williams

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. An update on Martin Krupa's Land Division/Driveway Permit exception request was given by Godzik. The original location on Division Road does not have adequate site distance so an alternate access to the east has been proposed. There is an existing access site that is very old that is occasionally used as a field access but due to the lack of site distance cannot be used as a single family driveway access.

- b. Cedar Valley Road Reconstruction bids were discussed. Dennis Keiser, Bear Township Supervisor, stated the decision to fund this project will be decided at the township board meeting next week.

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Robert Notestine, to award the bid to Rieth-Riley for the Reed Road and Munger Road Bridge HMA Paving in the amount of \$77,773.

Ayes: Notestine, Zulski, Williams

Nays: None

Motion carried

- b. No bids for the Reed Road and Munger Road Bridge Guardrail Installation were received. Contractors will be contacted again.

- c. It was moved by Frank Zulski, seconded by Robert Notestine, to award the bid for the Conway Salt Shed Roof Repair to Treehouse Construction in the amount of \$31,863 and the Levering Salt Shed Roof Replacement to Boesch Builders in the amount of \$84,120. These are MDOT salt sheds and will be paid for by MDOT.

Ayes: Notestine, Zulski, Williams

Nays: None

Motion carried

- d. It was moved by Robert Notestine, seconded by Frank Zulski, to award the bid for staining of the Conway Salt Shed to Boesch Builders in the amount of \$11,560. This will be paid for by MDOT.

Ayes: Notestine, Zulski, Williams

Nays: None

Motion carried

CORRESPONDENCE:

- a. An invitation was received for the Trails End Bay Property Owners Association Annual Meeting on July 11, 2020 at 9:30 a.m. at the pavilion in the historic village off Central Avenue in Mackinaw City. Gutowski, Godzik, and Zulski will plan to attend. Zulski asked Godzik for an estimate on the second Wilderness Park Drive project and Godzik will provide a ballpark estimate for this meeting. Brian will send contractor estimate on culvert replacement to Roger Moore, Wawatam Township Supervisor this week.

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

- MCRCSIP Meeting today, 1:00-4:00 p.m. via Zoom
- Wilderness Park Drive project's top course is complete and it is very nice and grass is growing
- Howard Road Reconstruction project is receiving the top course next week by Payne & Dolan and the plan is to be open for July 4
- Estimate for Hill Road in Readmond Township was given to Gordon Kruskie and the next Readmond Township meeting is July 1. Due to timing, prep work on the road could be completed this year with paving planned for next year. Gutowski also recommended holding the entire project until next year to save costs. Kruskie asked Gutowski to get the prep work done this year.
- Maple River Township has requested an estimate on reconstructing the gravel portion of Mission Road.
- Wilderness Park Drive Federal Aid Buyout project planned for 2021 contains several hundred stumps that need to be removed. He is investigating options to remove stumps with a dozer or excavator.
- Funds will need to be spent to meet the requirements for painting lines on primary roads depending on traffic volumes.

SUPERVISOR'S REPORT: Beckman reported on the status of the following projects:

- Wilderness Park Drive shoulder gravel finished this week
- Pointe Drive shoulder gravel finished this week
- Dayton Road gravel will be placed today
- Sign Safety Upgrade Project will begin July 6. This project, to be completed by Action Traffic, is marked with stakes and blue ribbons on curves.
- Atkins Road needs a patch milled and repaved
- Estimate and design for Mindel Road is in process

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported working with Roesse's Construction regarding restoration on Country Club Road. He also met with Mary Castrucci, corner property owner on Beach Drive, and will be meeting again with her next Wednesday. She is interested in placing a landing for her dock and she is working with Benchmark Engineering. Godzik is also working on the Stutsmanville Road Turnaround survey and plans to work on the Wilderness Park Drive estimate.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson stated all is going well.

ROAD FOREMAN'S REPORT: Gray reported working on several water issues and ditching. Monday the crew will begin restoration on Cherry Lane. He also noted wedging projects are going well and today they are working on Plains Road. Mowing is on schedule and MDOT highways will be complete by July 5. West Conway Road culvert will be delivered by July 1 and Gibson Excavating is planning to begin the replacement on July 6.

FINANCE DIRECTOR'S REPORT: Kleeman distributed and discussed the MTF payment to be received in early July, May Revenue and Expenditure Report, May Trial Balance, and MERS Annual Actuarial Valuation Report for December 31, 2019.

COMMISSIONERS' REPORT: Commissioner Notestine had conversation with Speaker of the House Lee Chatfield who stated this year's State budget will be \$3 billion short and next year is estimated to be \$4 billion short.

Commissioner Zulski noted wedging is going very well and he inquired about Woodland Road. Gutowski stated if the township has funding available after Plains Road they will do a portion of Woodland Road. Zulski also inquired about brine on Cetas Road and Gutowski explained it was to be completed that same afternoon.

PUBLIC COMMENT:

- a. Gordon Kruskie, Readmond Township Supervisor-Inquired on the plan for paying the rest of State Road. Gutowski stated we are waiting on Tribal funding that has been held up in Washington, D.C. due to the virus. Kruskie also discussed a hazard on Island View Road and remarked the response from the road commission was very quick.
- b. Bill Dohm, Little Traverse Township Supervisor – August ballot will contain the township allocation millage for four years. He discussed getting the message out early as most people are voting absentee ballots and they will be mailed soon. Zulski asked that township supervisors receive an email and to be sure to mention there has been a \$40 million dollar investment in local roads over the years because of this millage and township participation.

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Minutes of 06/25/20

Board of Emmet County Road Commissioners

- c. Jim Kargol, Emmet County Commissioner - Inquired on the spillway on Howard Road and Godzik responded the spillway was roughed in. Keiser stated that it was working well during the last hard rain. Kargol asked when Blanchard Road would receive a cap and Gutowski discussed the original funding for wedging this road. He also mentioned Cedar Valley Road has some bad edge issues on the west side of the road.

Commissioner Zulski adjourned the meeting at 8:49 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

07-09-20

Date