

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, October 3, 2025. Chairman Frank Zulski called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Frank Zulski – Chairman Wade Williams – Vice Chairman James Kargol – Member

Staff Present:

Brent Shank – Engineer/Manager James Godzik – Permit/CADD Technician
Travis Horrocks – Engineer Technician Chelsea Ellis – Administrative Assistant

Guests Present:

Don Mapes, Emmet County Commissioner Garrett Muir – Bear Creek Twp. Deputy Sup.
Gordon & Edith Kruskie Alyce Conrad

Guests and Staff Present via Zoom:

David Boyer – Emmet County Administrator David White – Emmet County Commissioner
Bill Hutto - Center Township Supervisor Al Welsheimer – Resort Township Trustee

AGENDA:

It was moved by Zulski, seconded by Williams, to approve the agenda as presented.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

MINUTES:

It was moved by Kargol, seconded by Zulski, to approve the minutes of September 18, 2025.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Zulski, seconded by Williams, to approve accounts payable as follows:

Voucher 2543 for checks 60629 - 60670 and electronic payments in the amount of \$665,382.92

Voucher 2545 for checks 60683 - 60684 in the amount of \$17,403.45

Voucher 2546 for checks 60685 - 60712 and electronic payments in the amount of \$531,038.18

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Kargol, to approve payroll Voucher 2544 for checks 60671-60682 and electronic deposits of \$114,720.75.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS:

- a. It was moved by Williams, seconded by Kargol, to approve the list of cleared and opened seasonal roads presented and attached.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Williams, to approve the FEMA Consultant Contract with ICF and allow the Engineer-Manager to sign the contract.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER REPORT: Shank discussed the following:

- State has passed the budget as of 4:00 a.m. this morning and CRA analysis for road funding should be forthcoming. There was further discussion on how this impacts the townships as well as 2026 projects and plans.
- 2027 Safety Grant was approved for a guardrail project which includes Kolinski Road, Maple River Road, Cecil Bay Road, Sturgeon Bay Trail, Konle Road, and Pleasantview Road near Scheirschmidt Road.
- Friendship Township Tree Project is almost done; the tree removal has been completed but a few stumps need to be flush cut. There was a discussion on assessing liquidated damages.

It was moved by Zulski, seconded by Kargol, to apply a penalty in the amount of 10% of the Friendship Township Tree Project contract, for a total of \$6,500, as liquidated damages for non-compliance of completing the project on time.

Ayes: Kargol, Williams, Zulski

Nays: None

Motion carried

ENGINEER-TECHNICIAN REPORT: Horrocks stated the following:

- Maxwell Road has finished up paving as of last Saturday with restoration being completed this week and only pavement markings remaining to finish the project.
- Brutus Road project is scheduled to begin paving mid next week.
- BIA project for 2026 is Brutus Road, beginning at US 31 and heading west, will be planned as soon as projects are wrapped up.
- Federal Aid project for 2026 on Robinson Road GI package is ready to be submitted.
- Small Urban project for 2026 GI package is ready to be submitted.

PERMIT/CAD TECHNICIAN REPORT: Godzik had nothing additional to report.

EQUIPMENT SUPERINTENDENT REPORT: None

ROAD FOREMEN REPORTS: None

FINANCE DIRECTOR REPORT: None

COMMISSIONER REPORTS:

- a. Kargol – None
- b. Williams – None
- c. Zulski – None

PUBLIC COMMENT: None

Commissioner Zulski adjourned the meeting at 8:17 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

10-17-25

Date

Seasonal Roads Opened at 10/03/2025 Board Meeting:

Bear Creek Township:

Benal Road - 0.5 mi south of King Rd to King Rd

Center Township:

Center Road - Canby Rd then east to Valley Rd

Moose Jaw Road - Robinson Rd to Teal Rd

Friendship Township:

Boynton Road - starting 0.75 miles east of Townline Rd to Terpening Rd

Frank Road - Beacon Hill Ln then north to Township line

Niswander Road - State Rd to Beacon Hill Ln

Westwood Lane - Starting 0.10 miles west of State Rd to Wressel Rd

Little Traverse Township:

Chadderdon Road - Hathaway Rd then north to Township line

Dayton Road - starting 0.35 miles north of North Conway Rd to Edward Rd

Kipp Road starting 0.50 miles north of Hathaway Rd, ending 0.33 miles west of North Conway Rd

Smokey Lane - Chadderdon Rd to Kipp Rd

Maple River Township:

Clark Road - Culp Rd then west 0.76 miles

Lockwood Road - North Ayr Rd then easterly 1.34 miles

Phelps Road - North Ayr Rd to Sunny Ridge Rd

McKinley Township:

East Industrial Drive - North Industrial Dr then east 1.03 miles

North Industrial Drive - East Industrial Dr to Douglas Lake Rd

Pleasantview Township:

Chadderdon Road - Township line to Brutus Rd

Phelps Road - North Ayr Rd then west 0.31 miles

Readmond Township:

Johnston Hill Road - State Rd to Van Rd

Kushak Road (Van Road non primary)

Middle Village Drive - Lone Rock Road then east 0.21 miles

Palmer Road - State Rd then east 1.93 miles, except from Cetas Rd then east 0.29 miles

West Traverse Township:

Ridge Road - starting 0.75 miles north on M-119 to Griffen Rd