

**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, March 19, 2021. Frank Zuluski, Chairman of the Board, called the meeting to order at 8:00 a.m.

Commissioners Present:

Frank Zuluski – Chairman Wade Williams - Member

Commissioners Absent-Excused:

Robert Notestine - Vice Chairman

Staff Present:

Brian Gutowski - Engineer/Manager	John Gray – South Road Foreman
James Godzik – Permit/CADD Technician	Bob Genson – Equipment Superintendent
Lisa Kleeman – Finance Director/Board Clerk	Shawn Beckman – Project Supervisor

Guests Present:

Toni Drier – Emmet County Commissioner	Gordon & Edith Kruskie – Readmond Twp.
Mike Spierling	

Guests Present via Zoom:

David White – Emmet County Commissioner	Roger Moore – Wawatam Twp. Supervisor
Bill Dohm – Little Traverse Twp. Supervisor	Dennis Keiser – Bear Creek Twp. Supervisor
Thomas Miller–Trails End Bay Property Assoc.	Sandy Planisek
Paul Schemanski – Resort Township Trustee	Al Welsheimer
Stephen Keller – Cross Village Twp. Supervisor	

MINUTES: It was moved by Frank Zuluski, seconded by Wade Williams, to approve the regular session minutes of March 5, 2021.

Ayes: Williams, Zuluski

Nays: None

Absent: Notestine

Motion carried

ACCOUNTS PAYABLE:

Voucher No. 2111 for Accounts Payable checks 47834 through 47878, in the amount of \$396,189.01 was presented for approval. It was moved by Wade Williams, seconded by Frank Zuluski, to approve accounts payable for payment of the same.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

PAYROLL:

Voucher No. 2112 for Payroll No. 6, checks 56513 through 56540 and direct deposit, in the amount of \$98,535.99, 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

Absent: Notestine

Motion carried

UNFINISHED BUSINESS:

- a. Commissioner Zulski gave an update on the March 17 meeting at Cheboygan CRC with other road commissions and timbermen in the region. There was good dialogue with the timbermen looking for permission to be on gravel roads that lead to class A roads. Cash bond amounts were discussed and the timbermen volunteered to take out driveway permits that would involve only a small processing fee, no permit fee.

It was moved by Frank Zulski, seconded by Wade Williams, for a list to be created of gravel roads allowed to be bonded at a rate of \$20,000 per mile, with a minimum of \$10,000 for a lesser distance. This must be a cash bond or irrevocable letter of credit.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

PUBLIC COMMENT:

- a. Dennis Keiser, Bear Creek Township Supervisor – Inquired about bonding; will it be for loggers only? Will loggers be charged? Godzik responded you can receive a permit through Oxcart that includes only a processing fee.

APPOINTMENTS:

- a. 8:10 a.m.: Mike Spierling was present to discuss a commercial driveway permit requested on Robinson Road for a gravel permit located ¼ mile west of N. Ayr Road. He requested to have the curbs waived. Gutowski suggested requiring a larger opening instead of concrete curbs; 40 feet instead of 30 feet. There is concern if this permit is approved with the suggested changes it will set precedent. This was tabled until 4/1/21 meeting. Gutowski will check to see if other counties are allowing this type of change.

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Rieth-Riley for the Eppler Road Reconstruction Project in Resort Township.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- b. It was moved by Frank Zulski, seconded by Wade Williams, to award the bid for Mindel Road Construction and Asphalt Paving upgrade project in Bear Creek Township to Tri County Excavating for \$156,270.10.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- c. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Bear Creek Township for the Mindel Road Construction and Asphalt upgrade project.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- d. It was moved by Wade Williams, seconded by Frank Zulski, to sign the contract with Rieth-Riley for the Country Club Road over Tannery Creek HMA Project.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- e. It was moved by Frank Zulski, seconded by Wade Williams, to sign the contract with Rieth-Riley for the Stutsmanville Road BIA Asphalt Overlay Project.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- f. It was moved by Wade Williams, seconded by Frank Zulski, to sign the contract with Springvale Township for the Rustic Road Reconstruction Project.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- g. It was moved by Frank Zulski, seconded by Wade Williams, for Gutowski to sign the contract with Elmer's Crane & Dozer for the Country Club Road over Tannery Creek Culvert Replacement Project.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

- h. It was moved by Wade Williams, seconded by Frank Zulski, to sign the contract with Wawatam Township for the Wilderness Park Drive project.

Ayes: Williams, Zulski

Nays: None

Absent: Notestine

Motion carried

CORRESPONDENCE: None

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

- Representative John Damoose sent a certificate of recognition for winter maintenance. He has been invited and plans to attend the April 16, 2021 board meeting.
- Today is Snowplow Driver Day
- MCRCSIP update was received on the open meetings act. Effective March 31, 2021, open meetings must be held for in person attendance.
- Webinar by County Road Association, Michigan Municipal League, and Michigan Department of Treasury, March 23, 2:00 p.m. regarding the Cares Act and American Rescue Plan
- April 29, 10:00 a.m. MDOT Contract Meeting
- March 25, 2:00 p.m. MERS webinar
- Next board meeting will include several bids:
 - Lake Road mill and fill project in West Traverse Township
 - Hughston Road ultra-thin project in West Traverse Township
 - Ultra-thins in Bear Creek Township
 - Gravel crushing in Conway and Morrow Pit
 - Bellmer/Rustic Road crush and shape project in Bear Creek Township
 - Stutsmanville and Welsheimer Road paving in Pleasantview Township
 - Pleasantview Road ultra-thin project

SUPERVISOR'S REPORT: Beckman reported working on closing out federal aid projects, estimates and designs for township projects, and getting schedules set for this year's projects. Banwell road will be the first project in mid to late April.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik reported attending the timber association meeting and there was good communication with the loggers.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported beginning to switch equipment over from winter to summer.

ROAD FOREMAN'S REPORT: Gray reported making a lot of progress on tree removal on Cemetery Road and Eppler Road. He has also been working with Beckman on the summer schedule for new projects. The new excavator has been being used on Wilderness Park Drive and it is working very well.

FINANCE DIRECTOR'S REPORT: Kleeman reported the following:

- MDOT meeting went well with a couple additional projects being added to the budget
- Equipment Loan Resolution was distributed to the Board with plans to approve it at the April 1, 2021 Board Meeting, along with a list of items included in the loan.
- Several documents have been submitted to Citizens National Bank in preparation for closing on the equipment loan April 16, 2021. The payment will be approximately \$28,213 beginning on May 31, 2021 at 2% interest and lasting a term of three years.
- Michelle Main has been hired as the Administrative Assistant and is tentatively scheduled to begin April 12, 2021.
- January Financial Reports and supporting trial balance were distributed.
- Phil Wolf of Anderson Tackman will be here to present the 2020 Financial Audit results at the next meeting.

COMMISSIONERS' REPORT: Commissioner Zulski requested Forest Funds be on the agenda for the April 16, 2021 meeting with Representative Damoose. Zulski extended the Board's thanks to the crew for doing an excellent job on clearing roads this winter; it is noticed and appreciated. He also asked about the stimulus funding and any extra above the project estimate and Gutowski responded he may be able to add concrete curbs at the intersection of Pleasantview and Robinson Roads to use up the money, if not, it will probably be used by public transit.

Commissioner Williams discussed the intersections at Powers Road, US 31, and Milton Road and the trees that need to be removed. Gray clarified which trees needed to be removed. Williams said the south side is where the issue is and people are running the stop signs quite often. Gutowski mentioned he believes this intersection will be improved with the upcoming sign safety grant. He also mentioned that Elmer's are interested in moving the sharp curve on Powers Road.

PUBLIC COMMENT:

- a. Paul Schemanski, Resort Township – Thanked the road commission for continuing Zoom for the board meetings.

Commissioner Zulski adjourned the meeting at 8:39 a.m.

Lisa Kleeman

Lisa Kleeman, Finance Director-Clerk of the Board

04-01-21

Date