

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, August 1, 2024. Chairman Frank Zulski called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Frank Zulski – Chairman Mark Hoffman – Vice Chairman Wade Williams - Member

Staff Present:

Brent Shank – Engineer/Manager James Godzik – Permit/CADD Technician
Ed Zmikly – North Road Foreman Bob Genson – Equipment Superintendent
Lisa Kleeman – Finance Director/Board Clerk John Gray – South Road Foreman

Guests Present:

Gordon & Edith Kruskie John Eby – Maple River Twp. Supervisor
Bill Dohm – Little Traverse Twp. Supervisor Don Mapes – Emmet County Commissioner
Garrett Muir – Bear Creek Twp. Deputy Sup. Dennis Keiser – Bear Creek Twp. Supervisor

Guests Present via Zoom:

David Boyer – Emmet County Administrator
Al Welsheimer – Resort Township Trustee

Staff Present via Zoom:

Chelsea Ellis – Administrative Assistant
Chevie Hoeksema – Accounting Clerk

AGENDA:

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

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

MINUTES:

It was moved by Hoffman, seconded by Zulski, to approve the regular session minutes of July 3, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Hoffman, to approve accounts payable for Voucher 2434 for checks 51864 through 51911 and electronic funds transfer payments in the amount of

\$644,865.70 and Voucher 2436 for checks 51912 through 51945 and electronic funds transfer payments in the amount of \$296,071.59.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll for Voucher 2435 for checks and electronic deposits 58613 through 58628 in the amount of \$109,885.24 and Voucher 2437 for checks and electronic deposits 58854 through 58871 in the amount of \$115,206.12.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Hoffman, seconded by Williams, to sign the 2024 Public Act 51, Section 18j, MCL 247.668j Annual Certification of Employee-related Conditions.

Ayed: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Zulski, seconded by Williams, to reschedule the board meeting for Friday, October 25, 2024, to Tuesday, October 22, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Hoffman, seconded by Zulski, to submit votes for the 2024 CRASIF Ballot as follows:

Jesse Campbell, Alcona CRC for Northern Region or At-Large Position

Darrell Cass, Menominee CRC for Upper Peninsula Region

Lisa Kleeman, Emmet CRC for Northern Region or At-Large Position

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- d. It was moved by Hoffman, seconded by Williams, to submit votes for the 2025 Northern Michigan Association of Road Commissions Board Member Ballot as follows:

Donna Lowe, Midland CRC

Karl Hanson, Wexford CRC

Jalene Sandel, Isabella CRC

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE:

- a. Straits Area Council Meeting, Tuesday, August 6, 2024, Audie's Restaurant, Mackinaw City. Zulski, Hoffman, Shank, and Kleeman plan to attend.
- b. Northern Michigan Association of Road Commissions Annual Conference, September 11-13, 2024, The Highlands at Harbor Springs. Zulski, Hoffman, Shank, and Kleeman will plan to attend.
- c. Commissioners Seminar, September 22-23, 2024, Treetops Resort, Gaylord. Hoffman and Kleeman will plan to attend, Zulski is undecided at this time.
- d. CRASIF Annual Meeting, September 23-24, 2024, Treetops Resort, Gaylord. Shank and Kleeman plan to attend.

ENGINEER-MANAGER REPORT: Shank discussed the following:

- MCRC SIP Annual Meeting was attended where an \$8 Million refund to members was announced; this included \$77,290 for our agency.
- 2025-2028 Road Plan was distributed and discussed. This will be discussed further at the next meeting along with traffic counts for the 2028 proposed road projects.

ENGINEER-TECHNICIAN REPORT: Shank gave an update as follows:

- Lake Shore Drive Bridge over Wycamp Creek piling and riprap are in and bridge panels may be set early next week keeping the project on schedule if not a little ahead.
- Robinson Road curve relocation is 95% complete with paving scheduled for Friday and Saturday; road is planned to be opened Saturday afternoon.
- Cedar Valley Road is being top course paved today, next week shoulders and restoration should be finished.
- Gravel is being made in the Morrow Pit now with Belmer Pit to follow.
- Maplewood Road is complete, waiting for seed and mulch with possible re-raking required.
- Chip seal projects are complete.

- Ball and Reed Road gravel projects are complete.
- Wressel Road is waiting to begin; this project has a September 30 completion date.
- Lower Shore Drive culvert replacement at Five Mile Creek is scheduled to begin August 19.
- Lake Shore Drive reconstruction project from Cross Village to Sturgeon Bay Trail is supposed to begin after the bridge is completed.

PERMIT/CAD TECHNICIAN REPORT: Godzik discussed the following:

- Habitat for Humanity meeting at Armock and Hem Street that he and Shank attended, along with Littlefield Township Supervisor Damien Henning, regarding a few issues that need resolution.
- Red School Road inside corner issue and the status of moving the posts with the property owner.
- Red School Road driveway upgrade from private to commercial for Final Grade Excavating, owned by Marty Lumpp.
- Logging operation on Lockwood Road.
- Red School Road gravel pit.

EQUIPMENT SUPERINTENDENT REPORT: Genson discussed trucks that are on order and reasons for the possible delivery and upfitting schedule. Shank stated the crew pickup ordered in April is a couple of weeks out.

ROAD FOREMEN REPORTS: Gray stated they have been focused on maintenance of mowing, patching, ditching, culvert cleaning, and berm removal. Zmikly stated they have been busy on the gravel project in McKinley Township, wedging project on North Pleasantview Road, working on seasonal roads, mowing, and lots of patching potholes due to the additional traffic from hot weather.

FINANCE DIRECTOR REPORT: Kleeman discussed the following:

- Michigan Transportation Funds for June
- Financial Report for June - the Board requested one page for future reports.
- 2023 Permit Fee Analysis

COMMISSIONER REPORTS: Commissioner Williams discussed the intersection at Powers Road and Milton Road as people continue to run through the stop signs.

Commissioner Zuluski inquired on Wawatam Township driveway issue regarding EGLE. Shank stated he discussed this with Attorney Bill Henn and he will reach out to EGLE again.

Commissioner Hoffman inquired on the status of the sign project. Shank responded all the signs are here with the exception of a few items and this should be completed by fall.

PUBLIC COMMENT:

- a. John Eby, Maple River Township Supervisor – Issues brought up this summer have been resolved better than expected, especially right-angle corners on Canby Road and Red School Road. He also commented on the fog seal on Red School Road near the gravel pit. Shank discussed the process and how long it takes before traffic should be on the treatment.

Commissioner Zulski adjourned the meeting at 8:55 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

8-15-24

Date