

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 29, 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

Commissioners Absent:

Wade Williams – Member

Staff Present:

Brent Shank – Engineer/Manager
James Godzik – Permit/CADD Technician
Bob Genson – Equipment Superintendent

John Gray & Ed Zmikly – Road Foremen
Lisa Kleeman – Finance Director/Board Clerk
Tony Shaler – Shop Foreman

Guests Present:

Don Mapes – Emmet County Commissioner
John Eby – Maple River Twp. Supervisor
Bill Dohm – Little Traverse Twp. Supervisor
Mary Zulski

Gordon & Edith Kruskie
Dennis Keiser – Bear Creek Twp. Supervisor
Garret Muir – Bear Creek Twp. Deputy Sup.

Guests and Staff Present via Zoom:

David Boyer – Emmet County Administrator
Al Welsheimer – Resort Township Trustee
Chevie Hoeksema – ECRC Accounting Clerk

David White – Emmet County Commissioner
Jim Bartlett – West Traverse Twp. Supervisor
Chelsea Ellis – ECRC Administrative Assistant

AGENDA:

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

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

MINUTES:

It was moved by Zulski, seconded by Hoffman, to approve the regular session minutes of August 15, 2024.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

ACCOUNTS PAYABLE:

It was moved by Hoffman, seconded by Zulski, to approve accounts payable for Voucher 2440 for checks 58943 through 58986 and electronic funds transfer payments in the amount of \$587,692.54.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL:

It was moved by Zulski, seconded by Hoffman, to approve payroll for Voucher 2441 for checks and electronic deposits 58987 through 58901 in the amount of \$109,689.03.

Ayes: Hoffman, Zulski

Nays: None

Absent: Williams

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. Annual Township Meetings were discussed and will be scheduled for the first two weeks of October.

CORRESPONDENCE: None

ENGINEER-MANAGER REPORT: Shank discussed the following:

- Notice was received the 2026 Safety Grant for guardrail safety was denied; this includes Kolinski Road and he plans to resubmit for 2027.
- Crack Sealing has been completed for this year, included was:
 - Pleasantview Road from Wild Cherry Lane to Robinson Road
 - Division Road from US 31 to Atkins Road
 - Levering Road from Pleasantview Road then west to the chip seal by Cross Village

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

- Lower Shore Drive culvert replacement at Five Mile Creek began Monday but has been put on hold until the end of next week due to a delay in the delivery of the concrete culvert.

- Lake Shore Drive reconstruction project from Cross Village to Sturgeon Bay Trail has begun as the bridge has been completed and paved. Gravel hauling is occurring this week with crushing to begin next week, then a week of grading. There is some concern with the asphalt supply as I 75 is also being paved starting September 9, but the project should be completed well before mid-October.
- Robinson Road project is complete except for paint and other minor items.
- Gravel crushing in the Belmer Pit is now complete. Zulski inquired how long this gravel would last and Shank gave an update on the type of material made and the plans for crushing in this pit again next year to make 23A.
- Lamkin Drive gravel project should begin next week. Hoffman inquired if problems are anticipated with the gravel like last year's project and Shank replied he does not.

PERMIT/CAD TECHNICIAN REPORT: Godzik gave an update on the status of traffic counting for the year as well as gravel testing for road projects.

EQUIPMENT SUPERINTENDENT REPORT: Genson reviewed the status of new truck deliveries, two trucks will be here in mid-November with upfitting to follow. The six trucks purchased this spring will be here in September instead of March 2025, but the upfitting will be delayed until September 2025 through January 2026. There was discussion for the delivery date change and upfitting delays due to supply chain problems. In two weeks, we begin our 8-hour work days, and he will begin pulling trucks for winter preparation the third week of September. Genson introduced Tony Shaler as the new Shop Foreman as he is retiring in December. Shaler explained the Allison transmission shortage issue that involves the Department of Defense.

ROAD FOREMEN REPORTS: Gray stated they are deep into routine maintenance and wedging, there are a couple of weeks of projects left to wrap up and then he plans to begin preparing for winter. Zmikly discussed the remaining wedging projects to complete for the year.

FINANCE DIRECTOR REPORT: Kleeman distributed the Michigan Transportation Fund Report for July and stated the next Board meeting is Monday, September 16, 2024.

COMMISSIONER REPORTS: Commissioner Zulski inquired on township projects and the ARPA funds deadline. David Boyer, Emmet County Administrator, stated the townships have two years to spend the ARPA funds after they are awarded.

PUBLIC COMMENT: None

Commissioner Zulski adjourned the meeting at 8:20 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

9-16-24

Date