

**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 23, 2021. Frank Zulski, Board Chairman, 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

**Commissioners Absent:**

Mark Hoffman – Member, Excused

**Staff Present:**

Brian Gutowski - Engineer/Manager

James Godzik – Permit/CADD Technician

Lisa Kleeman – Finance Director/Board Clerk

Shawn Beckman – Project Supervisor

Ed Zmikly – North Road Foreman

John Gray – South Road Foreman

**Guests Present:**

Bill Dohm – Little Traverse Twp. Supervisor

Toni Drier – Emmet County Commissioner

Gordon & Edith Kruskie – Readmond Twp.

Ed Kuligowski – Pleasantview Twp. Supervisor

**Guests Present via Zoom:**

Thomas Miller – Trailsend Bay Property Assoc.

Lisa Fineout – Readmond Twp. Supervisor

Paul Schemanski – Resort Twp. Trustee

Stephen Keller – Cross Village Twp. Supervisor

Roger Moore – Wawatam Twp. Supervisor

Michael Reaves – Emmet Co. Administrator

Dennis Keiser – Bear Creek Twp. Supervisor

Jim Bartlett – West Traverse Twp. Supervisor

Sarah Krupa – Readmond Twp. Clerk

David DiLoreto

**MINUTES:** It was moved by Williams, seconded by Zulski, to approve the regular session minutes of June 10, 2021.

Ayes: Williams, Zulski

Nays: None

Absent: Hoffman

Motion carried

**ACCOUNTS PAYABLE:**

Vouchers No. 2125A and 2125B for Accounts Payable checks 48159 through 48215, in the amount of \$1,729,043.81 were presented for approval. It was moved by Williams, seconded by Zulski, to approve accounts payable for payment of the same.

Ayes: Williams, Zulski

Nays: None

Absent: Hoffman

Motion carried

**PAYROLL:**

Voucher No. 2126 for Payroll No. 13, checks 56708 through 56735 and direct deposit, in the amount of \$111,212.50, was presented for approval. It was moved by Zulski, seconded by Williams, to approve payroll for payment of the same.

Ayes: Williams, Zulski

Nays: None

Absent: Hoffman

Motion carried

**UNFINISHED BUSINESS:** None

**PUBLIC COMMENT:**

- a. Gordon Kruskie, Readmond Township Trustee – Inquired if dust control was complete and Zmikly responded there are townships on the north end to be completed yet.
- b. Roger Moore, Wawatam Township Supervisor – Inquired when construction would begin again on Wilderness Park Drive. Beckman stated he would give an update later in the meeting.
- c. Michael Reeves, Emmet County Administrator – Thanked Gutowski for keeping them informed on the Banwell Road bridge construction project and delays.
- d. Edward Kuligowski, Pleasantview Township Supervisor – Expressed Payne & Dolan did a wonderful job on Stutsmanville Road but would like a little more notice before a project begins so he can be out there.

**APPOINTMENTS:** None

**NEW BUSINESS:**

- a. It was moved by Zulski, seconded by Williams, to sign the contract with Bliss Township for Elder Road wedging in which the township will be purchasing the asphalt in the amount of \$30,000 and the road commission will provide labor and equipment. There was a discussion on the parameters that need to be set for future projects like this; whether their will be a minimum purchase of material required or if it is determined by each road and specific needs. This topic will be discussed at a future meeting.

Ayes: Williams, Zulski

Nays: None

Absent: Hoffman

Motion carried

- b. Covid-19 Preparedness Plan is no longer required.

**CORRESPONDENCE:**

- a. Notice of the MCRCSIP Annual Membership Meeting to be held July 21-22, 2021, in Mt. Pleasant at the Soaring Eagle Casino was announced.

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

- MCRCSIP meeting today in Big Rapids
- June 29, MDOT meeting with Rob Hall on remaining funds for 2021 and projects.
- June 30, meeting with Huron Engineering and Conservation Resource Alliance regarding two bridges on Douglas Lake Road and Robinson Road over the east branch of the Maple River and the bike path over Van Creek.
- Krenn Timber Bridge has informed us the Banwell Road bridge deck is delayed until the week of July 5 for delivery and the project probably won't be finished until mid-July.

**SUPERVISOR'S REPORT:** Beckman gave an update on the following:

- Hughston Road is paved and shouldered
- Stutsmanville Road East has been paved and shouldered
- Crump Road is paved and shouldered and the recent heavy rain presented areas for review; more armoring needs to be done, some ditching will be required to the east, but overall, the design worked.
- Eppler Road is nearly halfway undercut and it will be about another month before it is complete; quite impassible.
- Bear Creek Ultra-thin punch list required a few driveways to receive attention.
- Wilderness Park Drive has several dips and humps that cause an unacceptable grade and ride. Contractor was notified the grade had unacceptable deviations and corrective action will need to take place before paving. Roger Moore agreed this answered his questions.
- Banwell Road Bridge is delayed and Cheboygan CRC has worked with us on grading this route before dust control was applied last week.
- Little Traverse Bay Band of Odawa Indians is working with the road commission on purchasing two message boards at the cost of about \$20,000 each. This will be very helpful to the road commission.
- Mindell Road project began yesterday.
- Sign upgrade project still in progress.

**PERMIT/CAD TECHNICIAN'S REPORT:** Godzik reported on the following:

- Several difficult permits have come in that are requiring extra time.
- Gutowski discussed some issues with logging companies moving in and not communicating with us.

**EQUIPMENT SUPERINTENDENT'S REPORT:** None



**ROAD FOREMAN'S REPORT:** Gray reported working on mowing, cross culverts, and ditching projects. Zmikly reported repairing 175 heaving joints, dust control, and preparing for wedging. Zulski asked that compliments be passed on to the grader operators as they have done an unbelievable job on the north end. Kruskie also stated the grading completed before the dust control was very good.

**FINANCE DIRECTOR'S REPORT:** Kleeman distributed a draft copy of a Public Comment and Presentation Materials Policy. She also distributed and reviewed the May MTF payment that will be received in July.

**COMMISSIONERS' REPORT:** Commissioner Zulski offered compliments to the crew on grading and requested for Gray to remove a tree limb in front of a speed sign on Pleasantview north of Boyne Highlands driveway.

**PUBLIC COMMENT:**

- a. David DiLoreto, Charlies Run - Unlicensed trailer left on paved roadway since May. Zulski stated this is an enforcement issue and he needs to contact the police. Gutowski stated parking is a legal use in any right of way unless it obstructs traffic. Godzik commented he has gone out to check on this and found a single axle trailer and a parked car at the end of the cul-de-sac. He observed approximately 3-4 foot of the trailer is in the road right of way and but it is not impeding the turnaround. DiLoreto also stated this person also parks a tandem wave runner in the same area. Gutowski stated if it impacts DiLoreto backing out it could be an enforcement issue. He went on to thank the road commission for what they do.
- b. Ed Kuligowski, Pleasantview Township Supervisor – He was to be sure work is completed for driveway permits before occupancy permit is issued. Godzik stated they have one year to complete the work per the permit and before final inspection has to occur.
- c. Tom Miller, Trailsend Bay Property Association – Wilderness Park Drive has creek crossing culvert erosion undermining existing pavement and thanked the road commission for fixing this but the rain has caused deep fissures and it will be a continuing problem until there is more of a permanent fix because it is so steep. Zmikly will check this out and Beckman suggested an erosion blanket.
- d. Paul Schemanski, Resort Township Trustee – Offered comments on Wilderness Park Drive's ride.
- e. Lisa Fineout, Readmond Township Supervisor – Inquired when the Van Road project start date is, to which Zmikly replied mid-July.

Commissioner Zulski adjourned the meeting at 8:35 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date