

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, September 18, 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

James Kargol – Member

Commissioners Absent:

Wade Williams – Vice Chairman

Staff Present:

Brent Shank – Engineer/Manager

James Godzik – Permit/CADD Technician

Lisa Kleeman – Finance Director/Board Clerk

Travis Horrocks – Engineer Technician

John Gray – South Road Foreman

Ed Zmikly – North Road Foreman

Tony Shaler – Equipment Foreman

Guests Present:

Don Mapes, Emmet County Commissioner

Bill Dohm – Little Traverse Twp. Supervisor

Mary Zulski

Chris Petrowski

Dennis Keiser – Bear Creek Twp. Supervisor

Garrett Muir – Bear Creek Twp. Deputy Sup.

Rocky Beydoun – Pleasantview Twp. Supervisor

Guests and Staff Present via Zoom:

David Boyer – Emmet County Administrator

Chelsea Ellis – Administrative Assistant

AGENDA:

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

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

MINUTES:

It was moved by Zulski, seconded by Kargol, to approve the minutes of September 4, 2025.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

ACCOUNTS PAYABLE:

It was moved by Kargol, seconded by Zulski, to approve accounts payable Voucher 2542 for check 60628 in the amount of \$1,355,915.63.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

PAYROLL:

It was moved by Zulski, seconded by Kargol, to approve payroll Voucher 2541 for checks 60617-60627 and electronic deposits of \$110,809.80.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS:

- a. 8:05 a.m. – Chris Petrowski, Buildings and Grounds for Stutsmanville Chapel, requested a waiver from commercial driveway standards, specifically for the concrete curbs for two driveways. It was moved by Zulski, seconded by Kargol, to deny the request for waiving commercial driveway standards.

Roll Call:

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Kargol, to reschedule the December 12, 2025, board meeting to December 19, 2025, and cancel the December 23, 2025, board meeting.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- b. It was moved by Zulski, seconded by Kargol, to accept the Underbody, Wing, Grader Blades and Plow Shoes bids, including the error on the Truck & Trailer Specialties bid, and to use them in the best interest of the road commission.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

- c. It was moved by Kargol, seconded by Zulski, to approve the schedule for the annual township meetings of October 6-9, 2025.

Ayes: Kargol, Zulski

Nays: None

Absent: Williams

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER REPORT: Shank discussed the following:

- 2025 Primary Road and Bridge Report is completed and posted to the website, along with all township road plans. A 2030 project will need to be added to the five-year primary road plan, but he is awaiting a road funding decision.
- Topics for annual township meetings will be wedging program, chipseal program, township road reports, and Ice Storm cleanup.
- Click Road Bridge repair will require the bridge deck to be pulled off and some new piles driven in order to get back to a full capacity load rating. John Henry Excavating has looked at this project and the estimate is between \$400,000-\$500,000 and will be planned for 2026 if funding is obtained.

ENGINEER-TECHNICIAN REPORT: Horrocks stated the following:

- Maxwell Road federal aid project, from Mitchell Road then south 8500 feet, is in progress with a plan to begin paving next week.
- Brutus Road project, from US31 to Cheboygan County line, is scheduled to begin September 22, 2025.
- 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 and Small Urban projects for 2026 will be submitted in October with an anticipated April letting.
- Equipment auction is scheduled for October 21, 2025.

PERMIT/CAD TECHNICIAN REPORT: Godzik discussed Final Grade's permit has expired with no changes made to the driveway; he inquired to the Board the next step. Zulski requested

sending a letter to determine zoning clarification and status before contacting the agency's attorney.

EQUIPMENT SUPERINTENDENT REPORT: Shaler stated the following:

- New hoist has been activated and turned out beautiful.
- Energreen tractor will be delivered without the blower and attached at a later time.
- Radios are waiting for state approval, could be another three weeks.
- Winter change over begins Monday.

ROAD FOREMEN REPORTS: Gray stated he has been busy handling call log maintenance requests and opening up roads. Zmikly stated wedging projects have been completed and discussed work planned for seasonal roads and maintenance.

FINANCE DIRECTOR REPORT: Kleeman stated the 2026 Original Budget has been created and reviewed with Shank. Significant unknown items at this time are the amount of MTF funding to be received and cost of health insurance. Next meeting is Friday, October 3, 2025.

COMMISSIONER REPORTS:

- a. Kargol – None
- b. Williams – Absent
- c. Zulski – Inquired on a plan for clearing seasonal roads. Shank stated the plan is to open the road and grind back to the tree line or five feet from the road edge. Overtime will be planned beginning this weekend. There is about 320 miles of road to be cleaned up yet.

PUBLIC COMMENT:

- a. Dennis Keiser, Bear Creek Township Supervisor – Inquired how much pavement will need to be removed for the Click Road Bridge repair. Shank responded enough to allow a smooth transition.

Commissioner Zulski adjourned the meeting at 8:25 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

10-3-25

Date