

MINUTES
EMMET COUNTY ROAD COMMISSION
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in special session at the offices in Harbor Springs on January 20, 2020, for the purposes of discussing road issues with township officials from Resort, Bear Creek, West Traverse, and Little Traverse Township.

Commissioners Present: Frank Zulski, Robert Notestine, and Larry Williams

Staff Present: Brian Gutowski – Engineer-Manager, Shawn Beckman – Project Manager, James Godzik-Permit/CADD Tech, John Gray - Road Foreman, and Lisa Kleeman - Finance Director/Clerk of the Board.

Guests Present:

Toni Drier, Emmet County Commissioner
James Kargol, Emmet County Commissioner
Marilyn Williams

Resort Township:

Supervisor – Robert Wheaton
Clerk - Lucy Eppler
Trustee - Frank Tarquini

Bear Creek Township:

Supervisor - Dennis Keiser
Clerk – Emma Kendziorski
Treasurer - Connie Golding
Trustee - Joe Hoffman
Trustee - Don Nowland

West Traverse Township:

Supervisor – Robert Sandford
Clerk – Cindy Baiardi
Treasurer - Kristi Hollingsworth
Trustee – John Baker
Trustee - Eva Lauer

Little Traverse Township:

Supervisor – William Dohm
Clerk – Lynda Arman
Treasurer - Connie Shepherd-O’Neill
Trustee – Ken Garver

Page 2

Minutes of 01/20/20

Board of Emmet County Road Commissioners

Chairman Zulski called the meeting to order at 6:00 p.m. and welcomed the Resort Township officials to the meeting. He gave opening comments that consisted of an overview of current financial conditions.

Gutowksi reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Resort Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance and fixes.

The average local road rating for Resort Township is 6.93 up from 6.77 last year. Gutowski went on to show where Resort Township ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 64% good, 29% fair, and 7% poor condition.

Gutowski presented 2020 suggested repairs funded by Resort Township for a total of \$607,710. Crack sealing in the amount of \$15,925 is planned by the Road Commission for 6.37 miles on Indian Garden, Kilarney, Lake Grove, Old 31, and Resort Pike. He recommends ultra-thin asphalt, paid with local funds, be applied to Camp Daggett, Country Lane, Greenfield, Hillcrest, Indian Garden, Lake Grove Trail, Mayberry, Mini, Old 31, Parkview, Sheridan, Skyview, Terrier, Townsend, and Woodland for about \$522,910 on 6.83 miles. Vantage View is suggested for a heavy overlay for .53 miles at \$84,800.

Supervisor Wheaton stated he gets a lot of complaints on Kalchik, Eppler, and Vantage View. Gutowski will prepare estimates on these three roads.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Supervisor Wheaton felt some of the work done by Rieth-Riley was not very professional and he had a picture of Depew and Morford Road which showed the edge of the road was not completed correctly at the intersection. Other Rieth-Riley issues from 2019 were discussed and Zulski responded with contract changes to be instituted to deter these issues from reoccurring. Project Manager Beckman also responded with details on what has occurred and why. Wheaton inquired who is to pay for the fix that needs to occur and Gutowski stated it would not be the township and we will keep working with the Rieth-Riley to get this completed.

Wheaton also discussed the township paving Cherry Lane in the future but before that the Walloon Lake Association negotiating a turnaround at the end of the road. He felt it would not be a 2020 project but a few years out and it also doesn't need to be a 24-28 foot road; a 16-18 foot width would suffice. Godzik and Gray discussed building a Cherry Lane turnaround in more detail with regards to right of way, location, and other soil/drainage concerns.

With no further business, the Resort Township officials left the meeting at 6:25 p.m.

Chairman Zulski welcomed Bear Creek Township officials at 6:27 p.m. He gave an overview of current financial conditions.

Gutowski reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Bear Creek Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Bear Creek Township is 7.63 up from 7.36 last year. Gutowski went on to show where Bear Creek ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 90% good, 5% fair, and 5% poor condition.

Gutowski presented 2020 suggested repairs for Bear Creek Township. The Road Commission plans to pay approximately \$17,400.00 for crack sealing on 6.96 miles. Proposed township projects are Click, Greenwood, Powell, Cedar Valley, Cincinnati, Graham, and Howard Roads for approximately \$655,670. Keiser asked Gutowski to prepare an estimate for a complete reconstruct on Country Club Road. He also asked about the Division and Atkins Road intersection and getting a traffic control device installed. Gutowski explained the process for installing traffic control devices and Michigan State Police requirements. Notestine asked Gutowski to contact them now for a request to get this process started and express our concerns regarding the intersection.

Gutowski mentioned that Springvale Township is planning to reconstruct Rustic Road and Cincinnati Pointe Lane and Keiser agreed to look at an estimate on these for the Bear Creek portion.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several

contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Keiser asked Beckman to explain Atkins Road and the 50-foot area of concern. Beckman explained the process for fixing this area and mentioned retainage will be held until the project is accepted in the late spring.

Joe Hoffman asked who decides when to apply shoulder gravel when there is a large drop and Gray responded the crew works steady on it and to just let him know when there is an issue. He also inquired about Roesse Contracting working on Country Club Road with a large excavator with metal tracks. Hoffman then inquired about guardrail installed very close to the edge of the road that makes moving farming equipment difficult. He asked if guardrail installation can be correlated with gas line installation when working in the right of way.

With no further business, the Bear Creek officials left the meeting at 6:57 p.m.

Chairman Zulski welcomed West Traverse Township officials to the meeting at 7:00 p.m. He gave an overview of current financial conditions.

Gutowski reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented West Traverse Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition for each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for West Traverse Township is 7.87, up from 7.81 last year. Gutowski went on to show West Traverse ranks the highest amongst the rest of the 16 townships. The township's local roads are currently rated at 87% good, 13% fair, and 0% poor condition.

Gutowski presented 2020 suggested repairs for West Traverse Township in the amount of \$148,995 for ultra-thins on 2.67 miles. The Road Commission plans approximately \$5,150 for crack sealing on 2.06 miles.

Supervisor Sandford stated he is surprised at the rating on Lake Road as the top layer has delaminated along the golf course. From the city limit going west, about half way to Carpenter Lane, needs a heavier treatment as he believes the city plow trucks turn around in this spot and it is also very shady. He also stated he doesn't want an ultra-thin on State and Quick Roads but a heavy cap. There was also discussion on State Road, the washboard effect called asphalt creep at the intersection, and possible

fixes for this including using concrete instead of asphalt. Gutowski will provide estimates for the ultra-thin projects that Sandford presented and an option for Lacount Road then West Traverse Township can decide which projects they want to do. State Road is not an option as a project this year.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

With no further business, the West Traverse officials left the meeting at 7:26 p.m.

Chairman Zulski welcomed Little Traverse Township officials to the meeting at 7:30 p.m. He gave an overview of current financial conditions.

Gutowski reviewed the asset management concept and how the Paser Rating System is used in Emmet County. He explained the current ratings on primary and local roads along with a history from the beginning of the millage funding; showing trends and discussing future plans for improvements. He then presented Little Traverse Township's Local Road 2020 Paser Ratings, explained the logic behind the numerical definition of each rating and required funding per lane mile for specific maintenance or fixes.

The average local road rating for Little Traverse Township is 7.23, down from 7.31 last year. Gutowski went on to show where Little Traverse ranks amongst the rest of the 16 townships. The township's local roads are currently rated at 70% good, 26% fair, and 4% poor condition.

Gutowski presented 2020 suggested repairs funded by Little Traverse Township totaling \$301,400. The suggested projects are Powell, Bridge, Dayton, and Graham Road. The road commission plans approximately \$8,350 for crack sealing on 3.34 miles.

Supervisor Dohm commented he does not want chip seal on West Conway Road so the Powell project may be on hold. Zulski and Gutowski explained how MDOT does chip seal differently; utilizing better components, an improved process, finishing with a fog seal, and offering a warranty. There was much discussion on past chip seal projects and many complaints the township received on them. Gutowski will find a location for Supervisor Dohm to inspect before making a final decision. At this time, Dohm is not satisfied with a chip seal on West Conway Road and would rather negotiate a different fix.

Gutowski also presented the agency's work plan for 2020 with regards to Federal Aid funding, safety funds, BIA projects, and other small grants. Due to the volume of planned projects, road commission engineering staff cannot process complicated construction projects in-house. Engineering on difficult townships projects will need to be contracted out to a consultant, but allocation can be used toward this. Our crew will also not be completing any major construction projects this year as there are several contractors available to do this type of specialized work in a more efficient manner. Contractor deadlines and change orders were also discussed as well as other contract language changes for 2020.

Lynda Arman asked about the Pleasantview and Hathaway intersection. Gutowski responded Rowe Engineering of Flint will be doing the safety study funded by BIA. He also mentioned that a safety grant for 2021 will be coming that adds bright strips on the posts. Arman asked about adding Cross Traffic Does Not Stop signage to the Stop signs in this area. A round about was also discussed to improve safety.

Gray gave an update on the culvert one half mile west of US 31 on West Conway Road. He has been working with the Conservancy on replacing the culvert.

With no further business, Chairman Zulski adjourned the meeting at 8:00 p.m.



Lisa Kleeman – Finance Director/Clerk of the Board

01-24-2020

Date