

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 15, 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 John Gray – South Road Foreman
Travis Horrocks – Engineer Technician Lisa Kleeman – Finance Director/Board Clerk
Chelsea Ellis – Administrative Assistant

Guests Present:

John Eby – Maple River Twp. Supervisor Garrett Muir – Bear Creek Twp. Deputy Sup.
Bill Dohm – Little Traverse Twp. Supervisor Ed Kuligowski – Pleasantview Twp. Supervisor
Marty Lumppp Mary Zulski
Tammy Doernenburg – Emmet Co. Planning & Zoning

Guests Present via Zoom:

David Boyer – Emmet County Administrator David White – Emmet County Commissioner
Al Welsheimer – Resort Township Trustee Jim Bartlett – West Traverse Twp. Supervisor

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 Williams, to approve the regular session minutes of August 1, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Zulski, seconded by Williams, to approve accounts payable for Voucher 2438 for checks 58872 through 58926 and electronic funds transfer payments in the amount of \$1,552,717.83.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll for Voucher 2439 for checks and electronic deposits 58927 through 58942 in the amount of \$109,428.17.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS:

- a. Marty Lumpp of 2360 Red School Road Commercial Driveway – Shank explained the driveway use changed from private to commercial use and a violation notice was posted with the requirement to upgrade the driveway to commercial standards. Mr. Lumpp disagrees with the requirement and explained that he is seeking commercial property so he doesn't have to have his commercial vehicles parked at his home. He is a small operation with one truck a day operating out of this driveway, has two employees, and has maintained the driveway without damage to the road. He also stated he does not have the money to upgrade to a commercial driveway and he will be out of there by next summer; this is temporary. Zulski explained commercial driveway requirements, past processes, and consistency of application of standards. Shank stated a permit allows one year to get a commercial driveway completed after the permit is issued; if the driveway status changes, the permit could be vacated. Mr. Lumpp agreed to take out a commercial driveway permit and after more discussion, it was decided the permit is transferable but not refundable. If after one year from the permit being issued the driveway is being used for commercial purposes and requirements haven't been met, Mr. Lumpp would be in violation.

- b. 2025-2028 Road Plan – Shank distributed an upgraded draft of the plan that included traffic counts for the proposed projects with Banwell Road included and Gill Road removed. The next step would be for the Board to approve the plan and for Shank to present it at a local task force meeting then the regional task force meeting this fall.

It was moved by Zulski, seconded by Hoffman, to approve the 2025-2028 Road Plan as presented.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

NEW BUSINESS:

- a. It was moved by Hoffman, seconded by Zulski, to appoint Lisa Kleeman to serve during the 2024 MERS Annual Business Meeting as an Officer Delegate.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- b. It was moved by Hoffman, seconded by Williams, to approve signing the contract with Center Township for Wedging, under the Asphalt Policy, on Van Road from Pleasantview Road then west 5200 feet.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

- c. It was moved by Zulski, seconded by Hoffman, to approve signing the contract with Center Township for Wedging, under the Asphalt Policy, on Pleasantview Road 500 feet north of Camp Road to 500 feet south of Camp Road.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER REPORT: Shank discussed the following:

- Local Road PASER ratings expenses were reimbursed in the amount of over \$9,900. With the exception of seasonal roads, 100% of roads have been rated.
- MCRC SIP meeting was attended yesterday at their new facility in Lansing. Other managers and attorneys were present where the discussion was the importance of documenting maintenance activities and being consistent with standards to meet the requirements of the law. Best practices are being developed to protect road agencies during litigation. Our requirement is to preserve roads, not necessarily to improve the roads. Shank discussed a current case that was settled because the truck driver was in an accident and it was discovered he was on his cell phone.

- MDOT recently conducted a bridge audit and is now requiring the road commission to have private bridges inspected. Any required repairs will be the financial responsibility of the owner and Shank will be contacting them with suggested plans. The following three bridges were inspected and need attention:
 - Bridge Street – pedestrian bridge with the recommendation to change to one-way traffic.
 - Middle Road – golf cart bridge which needs to be posted for loads as it was designed for a 3-ton limit and mowers using this bridge can weigh up to 9,000 pounds.
 - Middle Road Bridge – vehicular bridge which some rotted pile cap and other issues that need to be addressed.

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

- Chip seal projects are complete as line painting was finished last week.
- Cedar Valley Road is completed.
- Maplewood Road is complete except for seeding and mulching; a subcontractor issue.
- Wressel Road is complete except for paint.
- Robinson Road is complete except for seeding, mulching, tree planting, guardrail and paint.
- Gravel is being made in the Belmer Pit now.
- Lake Shore Drive Bridge over Wycamp Creek dirt work should be completed soon with paving next week, then guardrail and painting will be completed.
- Lake Shore Drive reconstruction project from Cross Village to Sturgeon Bay Trail is supposed to begin after the bridge is completed, approximately August 26. Shank explained a daytime detour has been authorized for safety reasons.
- Lower Shore Drive culvert replacement at Five Mile Creek is scheduled to begin August 26.
- Van Road at Van Creek culvert is being built now; this is an aluminum multi-plate culvert.

PERMIT/CAD TECHNICIAN REPORT: None

EQUIPMENT SUPERINTENDENT REPORT: None

ROAD FOREMEN REPORTS: Gray stated they are mowing, patching, and fixing water problems before winter.

FINANCE DIRECTOR REPORT: Kleeman distributed MDOT's Michigan Transportation Fund Statement of Comparative Receipts and Distributions for June.

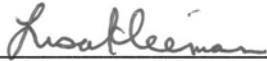
COMMISSIONER REPORTS: Commissioner Williams noticed there is brush taking over and crowding Mission Road going up the hill, as well as the intersection of Lakeview Road and Armock Road.

Commissioner Zulski inquired on the seal coating; he commented these projects look great this year.

PUBLIC COMMENT:

- a. John Eby, Maple River Township Supervisor – Manthei’s driveway on Red School Road has been discussed at the past two meetings and he explained they approached the board about a waiver, as the driveway was declared for intermittent use with a right hand turn only at a 45-degree angle, it was granted and they have complied.
- b. Tammy Doernenburg, Emmet County Planning & Zoning – For the record, the saw mill mentioned on US 31 was approved in 1984.
- c. Ed Kuligowski, Pleasantview Township Supervisor – Inquired if Air BnB’s are considered commercial driveways if they put a sign out; Shank stated not at this time.

Commissioner Zulski adjourned the meeting at 8:32 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

8-29-24

Date