

MINUTES  
EMMET COUNTY ROAD COMMISSION  
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in regular session at the offices in Harbor Springs on April 20, 2018. The Chairman, Frank Zulski, called the meeting to order at 8:00 a.m.

Commissioners Present: Frank Zulski-Chairman, Leroy Sumner-Vice Chairman, Larry Williams-Member

Staff Present: Brian Gutowski-Engineer-Manager, Bob Genson-Equipment Superintendent, Shawn Beckman-Project Manager, James Godzik-Permit/CADD Tech, James Kargol-Road Foreman, and Lisa Kleeman-Finance Director/Clerk of the Board.

Guests Present:

Toni Drier – Emmet County Commissioner	Edith Kruskie – Readmond Township
John Baker – West Traverse Township	Gordon Kruskie – Readmond Township
Bill Dohm – Little Traverse Township	Alice Conrad – Springvale Township
Dan Steffes – Ironwood Construction	Phillip Wolf – Anderson, Tackman & Co.
Serenity Dankert – Ironwood Construction	Jonathan Scheel – Emmet County Commissioner
Katie Wendt – Smith, Haughey, Rice & Roegge	Adam Tountas – Smith, Haughey, Rice & Roegge
Kira Davis – Conservation Resource Alliance	

MINUTES: It was moved by Leroy Sumner, seconded by Larry Williams, to approve the open and closed meeting minutes of April 6, 2018.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1815, checks numbering from No. 44219 to No. 44250, in the amount of \$511,036.11, was presented for approval. It was moved by Larry Williams, seconded by Leroy Sumner, to approve accounts payable for payment of the same.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

PAYROLL: Voucher No. 1816 for Payroll No.8, checks numbering from No. 52883 to No. 52938 for regular payroll, in the amount of \$106,864.38, was presented for approval. It was moved by Leroy Sumner, seconded by Larry Williams, to approve payroll for payment of the same.

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Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. Bill Dohm, Little Traverse Township, asked if any chip seal will be completed in their township this year. Gutowski answered not this year but possibly next year.

APPOINTMENTS:

- a. 8:15 a.m. Public Hearing Re: Proposed improvement to Emmet Heights Road from M-119 to Bester Road for 0.76 miles in Little Traverse Township. It was moved by Leroy Sumner, seconded by Larry Williams to begin the public hearing.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

Gutowski announced there have been no comments received prior to the public hearing and it was advertised in the Harbor Light newspaper. There were three calls for comment. Receiving no additional comments, it was moved by Leroy Sumner, seconded by Larry Williams to end the public hearing.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

- b. 8:20 a.m. Public Hearing Re: Proposed improvements to Larks Lake Road from Stutsmanville Road then north 1.00 mile in Pleasantview Township. It was moved by Larry Williams, seconded by Leroy Sumner to begin the public hearing.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

Gutowski announced there have been no comments received prior to the public hearing and it was advertised in the Harbor Light newspaper. There were three calls for comment. Gordon

Kruskie, Readmond Township, commented that it certainly needs some work. Receiving no additional comments, it was moved by Leroy Sumner, seconded by Frank Zuluski, to end the public hearing.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

- c. 8:30 a.m. Kira Davis – Program Director from the Conservation Resource Alliance presented on future projects. Ms. Davis handles finance and grant management and expressed appreciation for the partnership listed on our website. She distributed handouts on the history of funds brought into Emmet County showing since 2002 there have been \$2 million in projects with CRA's contribution at \$1.5 million. Ms. Davis discussed the U.S. Fish and Wildlife grant in the amount of \$125,000 for Van Creek and the critical need for a decision by May 15, 2018 or she may need to de-obligate funds and Emmet County could lose funds to another county. At the May 3 Board meeting, a biologist from CRA will be here to discuss the hydrological survey for the Van Creek crossing. She also discussed funds for Munger and Reed Road crossings over the Carp River, designs for construction and the need for a decision by May 10, 2018. Gutowski mentioned Mark Drier and Arden Bawkey were coming to the May 3 meeting to discuss Van Road along with NRCS, CRA, Grand Traverse Tribe, and Little Traverse Bay Band of Odawa Indians. He also stated Reed Road and Munger Road crossings over the Carp River are really old culverts. Reed Road culverts are not undersized but in very bad condition. Munger Road culverts are in terrible condition as well as undersized and could collapse before funding comes in. If they collapse, the road would need to be closed until funding is obtained. The funding would be used to design a timber structure to replace the current crossings. Ms. Davis estimated it would be about \$800,000 for all three replacements which also includes Gill Road. Van Creek and Reed Road bike trail crossings have been put in for funding application for replacement also with USFWS and NOAA. Gutowski stated the CRA has been involved in helping the road commission replace one or two of these crossings each year. Ms. Davis also stated the NRCS also tries to obtain funding through the tribe for these crossings. Zuluski stated this has been a commitment benefiting the road commission and previous projects have exceeded expectations. People that use the crossings benefit and it also enhances the beauty of the river and he looks forward to a positive meeting on May 3. Ms. Davis also provided a Brutus Road completion sheet with costs and pictures. She mentioned the Woodland Road project is coming up along with others for a total of \$1.5 million. Gutowski discussed the process for the Woodland Road Bridge.

- d. 8:40 a.m. Phillip Wolf – Anderson, Tackman & Company, PLC., presented the 2017 Financial Audit Report, Graphical Presentation, and a Communication With Those Charged With Governance. He explained the process of the audit as well as the focus, goals, testing and analysis. He discussed the audited financial statements and current trends with Statement of Net Position. He discussed in detail the explanation for the increase in fund balance, amount spent on road building activities, long term debt, legacy costs, and the balance of liabilities verses assets. Mr. Wolf was thanked for his excellent presentation. It was moved by Larry Williams, seconded by Leroy Sumner, to accept the 2017 Audit Report as presented.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

NEW BUSINESS:

- a. Request from Bliss Township for \$10,000.00 in Forest Funds for asphalt wedging on Valley Road, south of Garber Road and a portion of Garber Road was discussed. It was moved by Larry Williams, seconded by Leroy Sumner, to approve the request.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- b. Bids were reviewed for the Emmet Heights Road Reconstruction project in Little Traverse Township. It was moved by Frank Zulski, seconded by Leroy Sumner, to award the bid to Spierling Trucking in the amount of \$189,775.55.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- c. Bids were reviewed for the Straits View Drive Ultra-thin Asphalt project in Wawatam Township. It was moved by Leroy Sumner, seconded by Larry Williams, to award the bid to Rieth-Riley, in the amount of \$63,572.50.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- d. Bids were reviewed for the Valley Road Ultra-thin Asphalt project in Pleasantview Township. The lowest bid was from Rieth-Riley in the amount of \$48,450.80. Gutowski recommended postponing the award until he hears from Robert Rogier.
- e. Bids were reviewed for the Scheirschmidt Road Asphalt Overlay project in Pleasantview Township. The lowest bid was from Spierling Trucking in the amount of \$21,210.00. Gutowski recommended postponing the award until he hears from Robert Rogier.
- f. Bids were reviewed for Crack Sealing throughout Emmet County. It was moved by Leroy Sumner, seconded by Larry Williams, to award the bid to APM of Harbor Springs in the amount of \$2,205.00 per mile.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- g. Bids were reviewed for Larks Lake Road Hot-Mix Asphalt in Pleasantview Township. It was moved by Larry Williams, seconded by Leroy Sumner, to award the bid to Rieth-Riley in the amount of \$110,494.20.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- h. Bids were reviewed for Larks Lake Road Gravel Supply in Pleasantview Township. It was moved by Larry Williams, seconded by Leroy Sumner, to award the bid to Spierling Trucking in the amount of \$25,440.00.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- i. Bids were reviewed for Bear Creek Township Ultra-thin Asphalt. It was moved by Leroy Sumner, seconded by Larry Williams, to table this award until bids are in for Atkins Road.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- j. Bids were reviewed for selling Equipment #261 Front-end Loader, #265 Front-end Loader, and #11 Pick-up Truck. It was moved by Frank Zulski, seconded by Leroy Sumner, to award the bids as follows:

#261 Front-end Loader to Tri County Excavating in the amount of \$12,500.00

#265 Front-end Loader to Marilyn Williams in the amount of \$15,100.00

#11 Pick-up Truck to Tri County Excavating in the amount of \$1,775.00

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- k. Discussion occurred regarding signing the contract with Resort Township for the Old US-31 Asphalt Wedging project from Townsend Road to Camp Daggett. It was moved by Larry Williams, seconded by Leroy Sumner, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- l. Discussion occurred regarding signing the contract with Little Traverse Township for the Emmet Heights Road reconstruction project. It was moved by Larry Williams, seconded by Leroy Sumner, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- m. Discussion occurred regarding signing the contract with Wawatam Township for the Straits View Drive Ultra-thin Asphalt project. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contract.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- n. Discussion occurred regarding signing the contract with Pleasantview Township for the Valley Road Ultra-thin Asphalt project. It was decided to hold on signing the agreement until the Township has responded.
- o. Discussion occurred regarding signing the contract with Pleasantview Township for the Scheirschmidt Road Asphalt Overlay project. It was decided to hold on signing the agreement until the Township has responded.
- p. Discussion occurred regarding signing the contract with Bear Creek Township for the Ultra-thin Asphalt Overlay project. It was decided to hold on signing the agreement until the Township has responded.
- q. Discussion occurred regarding signing the contract with Ironwood Construction for the Conway Brine Facility project. It was moved by Larry Williams, seconded by Frank Zuluski, to sign the contract. Scheduled start date is about two weeks out with a completion date in September.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

- r. Discussion occurred regarding signing the contract with Paulben, LLC, for the Middle Road Bridge Crushed Limestone delivery. It was moved by Leroy Sumner, seconded by Larry Williams, to sign the contracts.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

- s. Discussion occurred regarding signing the contract with Rieth-Riley for the Township Park Road Ultra-thin Asphalt project. It was moved by Frank Zuluski, seconded by Larry Williams, to sign the contracts.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

CORRESPONDENCE: None

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Board of Emmet County Road Commissioners

ENGINEER-MANAGER'S REPORT: Gutowski distributed a road maintenance list and mentioned unexpected equipment needs and a work session with the Board. Zulski decided to hold a special meeting to discuss these topics on Thursday, April 26, at 8:00 a.m. Gutowski has received notice that MDOT is beginning the M119 to Beach Road Mill and Fill Project April 30 with completion by June 15. He also listed the following:

April 26 - Petoskey Area Transportation Committee Meeting at Bear Creek Township Hall at 1:00 p.m.  
May 1 - Straits Area Council Meeting in St. Ignace at the Driftwood Restaurant  
May 3 – Regular Board Meeting - Woodland Road Bridge Supply Bids due, Lake Grove Road Ultra-thin project bids due, and Public Hearings for Atkins Road, Maplewood and Reed Road over Van Creek  
June 6 & 7 - UP Road Builders Meeting in Brimley

SUPERVISOR'S REPORT: Beckman reported starting construction on Middle Road Bridge on Monday with road closures beginning on Tuesday. More bridge supplies will be delivered next week. He is also continuing to work on plans and specs for new projects on the list. There was discussion on the detour for Middle Road Bridge, weather issues and community support.

PERMIT/CAD REPORT: Godzik reported the work on Gully Road is ahead of schedule and the crew is doing an excellent job. He will be in contact with Cross Village Excavating for stump removal.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported the two new loaders are 3 weeks out and he will be prepared to update the Board on equipment needs at next week's special meeting. He also stated the mechanics did a heck of a job repairing broken equipment on Monday. The Falcon Hot Patcher president and vice president will be here today to look at the equipment and find a solution to issues.

COMMISSIONERS' REPORT: Commissioner Sumner reported that during the recent Commissioner's Conference there was discussion regarding insurance on asphalt projects. Zulski commented the drivers did an unbelievable job with the type of snow during the last storm. He knows there is frustration with mailbox issues because drivers had a hard time pushing the snow in the unusual conditions. He appreciates what the driver's went through.

ROAD FOREMAN'S REPORT: None.

FINANCE DIRECTOR REPORT: Kleeman announced the 2017 Audit Report will be available on the agency's website along with the Act 51 Report. She also expressed appreciation to the Engineer-Manager and fellow employees for cooperation while working through many new processes this past year.



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PUBLIC COMMENT: None

Commissioner Zuluski called for a five minute recess at 9:10 a.m.

Commissioner Zuluski asked for a motion to go into closed session at 9:14 a.m. to discuss Teamsters Local 214 contract negotiations. It was moved by Larry Williams, seconded by Leroy Sumner, to go into closed session.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

It was moved by Larry Williams, seconded by Leroy Sumner, to return to open session at 9:37 a.m.

Ayes: Zuluski, Williams, Sumner

Nays: None

Motion carried

With no further business, Commissioner Zuluski adjourned the meeting at 9:37 a.m.

  
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Lisa Kleeman – Finance Director/Clerk of the Board

5-3-18  
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Date