

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 on February 8, 2019. The meeting was called to order by Vice Chairman Notestine at 8:00 a.m.

Commissioners Present:

Robert Notestine - Vice Chairman
Larry Williams - Member

Commissioners Absent:

Frank Zulski - Chairman

Staff Present:

Brian Gutowski - Engineer-Manager
Robert Genson - Equipment Superintendent
Lisa Kleeman - Finance Director/Clerk of the Board

Ed Zmikly – North End Road Foremen
Shawn Beckman - Project Manager
James Godzik - Permit/CADD Technician

Guests Present:

Jim Kargol - Emmet County Commissioner
Bill Dohm – Little Traverse Township

Cindy Baiardi – West Traverse Township
Gordon & Edith Kruskie – Readmond Township

MINUTES: It was moved by Larry Williams, seconded by Robert Notestine, to approve the regular meeting minutes of January 25, 2019.

Ayes: Williams, Notestine

Nays: None

Absent: Zulski

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1905, checks numbering 45227 through 45279, in the amount of \$259,827.54, was presented for approval. It was moved by Larry Williams, seconded by Robert Notestine, to approve accounts payable for payment of the same.

Ayes: Williams, Notestine

Nays: None

Absent: Zulski

Motion carried

PAYROLL: Voucher No. 1906 for Payroll No. 3, checks numbering 54162 through 54221, for regular payroll in the amount of \$131,741.08, was presented for approval. It was moved by Larry Williams, seconded by Robert Notestine, to approve payroll for payment of the same.

Page 2

Minutes of 02/08/19

Board of Emmet County Road Commissioners

Ayes: Williams, Notestine

Nays: None

Absent: Zulski

Motion carried

UNFINISHED BUSINESS: None

PUBLIC COMMENT:

- a. Gordon Kruskie will plan to attend the logging meeting at Roscommon County Road Commission on February 11. He also asked about the tree process and working with the foreman to be sure it is complete before the deadline.

APPOINTMENTS: None

NEW BUSINESS:

- a. Wawatam Township Power Point Presentation & Wilderness Park Drive Discussion - postponed until February 22, 2019 due to weather.

CORRESPONDENCE: None

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

- February 11, 10:00 a.m., Logging Meeting at Roscommon County Road Commission
- February 12, 9:00 a.m., Pre-Construction Meeting for Guardrail Project
- February 14-15, 8:30 a.m., Testifying at a trial regarding an accident at Resort Pike & Intertown
- February 22 Board Meeting - 11 bid openings

SUPERVISOR'S REPORT: Beckman reported attending the County Engineer's Workshop this past week. He informed the board about the fresh water mussel, an endangered species, which may impact future projects. He is also working on the Greenwood Road project, other 2019 projects, and working on annual year end reporting.

PERMIT/CAD REPORT: Godzik reported working on Wilderness Park Drive. He also has been working on the road abandonment process and discovered several past abandonments need to be recorded at the Register of Deeds.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported there are a couple of issues but mainly equipment is holding up.

Page 3

Minutes of 02/08/19

Board of Emmet County Road Commissioners


COMMISSIONERS' REPORT: Commissioner Notestine stated he enjoyed the Straits Area Council Meeting and commented on logging permits and uniformity.

ROAD FOREMAN'S REPORT: Zmikly reported on the increased amount of hours staff have been working but mentioned morale is good. He also discussed workload and addressing tree removal.

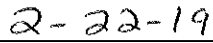
FINANCE DIRECTOR REPORT: Kleeman reported on creating a manual for office procedures to promote accuracy, efficiency and be used for training purposes. She asked Godzik to document the Road Abandonment process also. The agency's annual financial audit is scheduled to begin February 26.

PUBLIC COMMENT: None

With no further business, Commissioner Notestine adjourned the meeting at 8:18 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date