

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 December 14, 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	James Kargol/John Gray – South End Foremen
James Godzik - Permit-CADD Technician	Robert Genson - Equipment Superintendent
Lisa Kleeman - Finance Director/Clerk of the Board	Shawn Beckman - Project Manager
Ed Zmikly – North End Foreman	

Guests Present:

Bill Dohm - Little Traverse Township	Tom Miller - Trailsend Bay Property Association
Larry Flynn – Trailsend Bay Property Association	Gordon & Edith Kruskie – Readmond Township
Roger Moore – Wawatam Township	Alice Conrad – Springvale Township
Toni Drier – Emmet County Commissioner	John Baker – West Traverse Township
Tammy Doernenburger, Emmet Co. Planning & Zoning	John Calabrese – Emmet County Administrator

MINUTES: It was moved by Leroy Sumner, seconded by Larry Williams, to approve the open meeting minutes of November 30, 2018.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

ACCOUNTS PAYABLE: The Lists of Accounts Payable, Voucher No. 1853, check numbering 45016 in the amount of \$309,237.47, and Voucher 1855, checks numbering 45017 through 45080, in the amount of \$868,168.07, were 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. 1850 for Payroll No. 25, checks numbering 53894 through 53986, for regular, longevity, and sick leave payout payroll in the amount of \$122,174.33, 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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Board of Emmet County Road Commissioners

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Wilderness Park Drive Project update given by Engineer-Manager Gutowski regarding the meeting of December 7, 2018, which included road commission staff, Roger Moore, Wawatam Township Supervisor, Tom Miller and Larry Flynn, Trailsend Bay Property Association, Tammy Doernenburger, Emmet County Planning and Zoning, and two representatives from MDNR. This meeting occurred at the proposed project location. Discussion ensued regarding the amount and location of right-of-way to be obtained as well as options and pricing for gaining the necessary property or easements. The next meeting on this topic is scheduled for January 28, 2019.

- b. Signing new MERS Health Care Savings Program Participation Agreements and closing current divisions was discussed. It was moved by Leroy Sumner, seconded by Larry Williams, to allow Chairman Frank Zulski to sign five new agreements effective January 7, 2019, and a letter to close current divisions.

Roll Call Vote:

Zulski: Aye

Sumner: Aye

Williams: Aye

Nays: None

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS:

- a. 8:15 A.M.: Public Hearing - Proposed abandonment of Chippewa Lane from Algonquin Drive then south 422' in Wawatam Township. It was moved by Larry Williams, seconded by Leroy Sumner, to begin the public hearing.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

The public hearing was posted at the road commission Conway and Levering offices as well as the Emmet County Building. Gutowski received a written statement of support from Roger Moore, Wawatam Township Supervisor. 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: Zulski, Williams, Sumner

Nays: None

Motion carried

NEW BUSINESS:

- a. It was moved by Leroy Sumner, seconded by Larry Williams, to approve the abandonment request of Chippewa Lane from Algonquin Drive then south 422' in Wawatam Township. See attached resolution.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- b. It was moved by Larry Williams, seconded by Leroy Sumner, to allow the chairman and vice-chairman to sign MDOT Contract 18-5495 for the 2019 Safety Grant Project - Installation of Guardrail at 17 Locations throughout Emmet County and to pass a resolution supporting this.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

- c. The 2019 Annual ECRC/Township Meeting schedule was reviewed.
- d. It was moved by Larry Williams, seconded by Leroy Sumner, to purchase a Safety Award for each employee in the form of a ham in the amount of \$25.

Ayes: Zulski, Williams, Sumner

Nays: None

Motion carried

CORRESPONDENCE: None

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

- MDOT Category F Grant approval was received for Atkins Road between McDougal and Division, in the amount of \$250,000 for 2020
- MDOT Small Urban Grant approval was received for Pickerel Lake Road for 2020 and the location is from US 31 (200 feet beyond intersection) to Bellmer Road
- Wilderness Park Drive Project tree cutting is almost complete from the south end of Esther Lane to Central Avenue
- Budgets will be presented at next meeting

SUPERVISOR'S REPORT: Beckman reported he has been finalizing projects for the current year and starting projects for next year. Atkins Road and Reed Road Bridge are the projects with remaining items to be resolved.

PERMIT/CAD REPORT: Godzik thanked Tom Miller, Larry Flynn, and Roger Moore for working with him on Wilderness Park Drive. He also thanked Tammy Doernenburger for working with him on the permit process and the great communication he has received from her.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported all is fine at this time.

COMMISSIONERS' REPORT: Commissioner Zulski asked Tammy Doernenburger of the county Planning and Zoning Department can enact an ordinance requiring a logging company to obtain permission for driveways to ensure safety. He also gave an update on Senate Bill 396 and thanked everyone for the support received on this bill. Zulski inquired about a tree cutting plan and Gray stated he is primarily working on dangerous trees as a priority. Zulski asked for contracts to be set up for the next meeting.

Commissioner Sumner requested providing a safety award for employees in the form of a ham.

ROAD FOREMAN'S REPORT: Gutowski thanked Jim Kargol for his 29 years of service. Kargol also expressed his appreciation, stating the road commission is a great place to work. John Gray stated he has gotten some tree work done and is working with contractors for additional work to be done during the next year. Gray also announced the brine facility is up and running with a new brine additive, the anti-icing truck is ready, and routes have been established. Ed Zmikly discussed cutting trees on Wilderness Park Drive between plowing snow.


FINANCE DIRECTOR REPORT: Kleeman reported year-end project closeout with multiple funding partners, Blue Care Network and 44 North changes in health insurance coverage have been finalized in accordance with PA 152, Health Care Savings Program Agreements have been completed, a Call Log

program through our current software will begin to be used January 1, Oxcart Permitting for transportation permits also begins January 1 with more permitting capability coming during 2020, and electronic deposit of payroll will be completed in early 2020.

PUBLIC COMMENT:

- a. Gordon Kruskie, Readmond Township Supervisor, inquired about guardrail on north State Road to see if it is included in the Safety Grant for 2019 and Gutowski affirmed this is part of the project. He also asked if any additional road projects are planned for State Road. Gutowski stated the BIA is funding a project starting at Stutsmanville Road and going as far north as possible with \$1.1 million dollars available for widening and paving. Kruskie also asked if Godzik had gotten pictures on Vorce road regarding a driveway issue with a logger using multiple accesses and decking in the right-of-way. Doernenburger stated she can address this issue if there are soil erosion issues. Gutowski stated pictures are needed to send to CRA and to take legal action.

With no further business, Commissioner Zulski adjourned the meeting at 8:38 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

12-28-18

Date