

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, November 22, 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 Bob Genson – Equipment Superintendent
James Godzik – Permit/CADD Technician Lisa Kleeman – Finance Director/Board Clerk
Travis Horrocks – Engineer Technician Tony Shaler – Shop Foreman
Ed Zmikly – North Road Foreman

Guests Present:

Gordon & Edith Kruskie Dennis Keiser – Bear Creek Twp. Supervisor
Garrett Muir – Bear Creek Twp. Deputy Sup.

Guests and Staff Present via Zoom:

David White – Emmet County Commissioner Al Welsheimer – Resort Township Trustee
Chevie Hoeksema – Accounting Clerk Chelsea Ellis – Administrative Assistant

AGENDA:

It was moved by Zulski, seconded by Hoffman, 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 November 8, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Zulski, to approve accounts payable Voucher 2455 for checks 59324 through 59377 and electronic funds transfer payments in the amount of \$1,835,302.11.

Ayes: Hoffman, Williams, Zulski
Nays: None
Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll for Voucher 2456 for checks and electronic deposits 59378 through 59393 in the amount of \$112,916.31.

Ayes: Hoffman, Williams, Zulski
Nays: None
Motion carried

PUBLIC COMMENT: None

APPOINTMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Zulski, seconded by Williams, to approve the Bargaining Unit Letter of Understanding regarding an inflation adjustment for 2025.

Roll Call Vote:
Ayes: Hoffman, Williams, Zulski
Nays: None
Motion carried

CORRESPONDENCE:

- a. Pleasantview Township sent a thank you letter for assistance with grant opportunities.

ENGINEER-MANAGER REPORT: Shank discussed the following:

- Transportation Asset Management Plan has been completed. The plan was distributed and discussed with plans to be on the agenda for approval December 6, 2024.
- Rural Task Force Meeting was this week and our transportation improvement plan for federal aid roads was approved for 2026 through 2029.
- Click Road Bridge over the Bear River repair plan is in place and parts have been received. There is a 15-ton gross load restriction posted for this bridge until it can be fixed. The plan is to fix this as soon as the water recedes a little bit, hopefully this fall.

ENGINEER-TECHNICIAN REPORT: Horrocks discussed the following:

- All projects for 2024 have been completed.
- 2025 projects currently out for bid and due December 17 are:
 - Robinson Road BIA project
 - Lower Shore Drive overlay project

- Numerous estimates are being sent out to the townships.
- Certification maps are being updated and there was a significant change in our urban area.
- Salvage and equipment auction is scheduled for Tuesday, November 26, 2024.

PERMIT/CAD TECHNICIAN REPORT: Godzik discussed the following:

- Working with utility companies on a day-by-day basis as the weather stays nice and with very specific parameters. No open cuts will be approved.
- Brutus Road cable issue was discussed by Zulski. Godzik stated there is no resolution at this time and Zulski inquired if the weather stays good we may want to get started on it so it is completed before the road project begins next year. Shank will come up with a solution regarding the cables. There was more discussion on the 2025 Brutus Road project pertaining to MDOT approval and wetlands.

EQUIPMENT SUPERINTENDENT REPORT: Genson briefly discussed the current status on switching equipment over for winter and new truck delivery plans. He also discussed the paver and issue of finding rims for it; there was discussion on options. Shaler stated he is continuing his training with 4-5 weeks left before Genson retires.

ROAD FOREMEN REPORTS: Zmikly commented they are ditching, grading, and patching; getting ready for winter.

FINANCE DIRECTOR REPORT: Kleeman distributed and briefly discussed the September Statement of Revenue and Expenditures and stated all projects have been final billed for the current construction season, except two with outstanding engineering invoices to be obtained as they occur. 2024 Budget Amendment Two will be presented for approval along with a Public Hearing for the 2025 Original Budget on December 6, 2024.

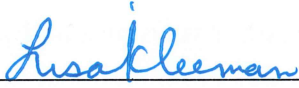
COMMISSIONER REPORTS: Commissioner Hoffman inquired about the tree on Lake Grove Road, it is now leaning on the wires. He also texted Shank there have been a lot of leaves blown out on the edge of the road and they are still there after two-three weeks. He also asked for a list of timber bridges and discussed the frequency of inspection, how long they last, and other information.

PUBLIC COMMENT:

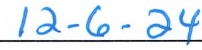
- a. Al Welsheimer, Resort Township Trustee – Eppler Road repair is not much better, is there another remedy? Is a notification going to be sent out on the Click Road bridge repair? Shank stated a Facebook post will be sent out ahead of time. He also inquired

when the repair will happen and Shank stated as soon as the water comes down a little bit and weather cooperates; the repair should only take 1-2 days.

Commissioner Zulski adjourned the meeting at 8:27 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board



Date