

**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, October 13, 2023. Chairman Frank Zulski called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

**Commissioners Present:**

Frank Zulski – Chairman      Wade Williams – Vice Chairman      Mark Hoffman - Member

**Staff Present:**

Brent Shank – Engineer/Manager      John Gray – South Road Foreman  
James Godzik – Permit/CADD Technician      Lisa Kleeman – Finance Director/Board Clerk  
Bob Genson – Equipment Superintendent      Travis Horrocks – Engineer Technician

**Guests Present:**

Bill Dohm – Little Traverse Twp. Supervisor      Alyce Conrad  
Dennis Keiser – Bear Creek Twp. Supervisor      Don Mapes – Emmet County Commissioner  
Ed Kuligowski - Pleasantview Twp. Supervisor

**Guests Present via Zoom:**

Dave Boyer – Emmet County Administrator      David White – Emmet County Commissioner

**MINUTES:**

It was moved by Zulski, seconded by Hoffman, to approve the regular session minutes of September 29, 2023, and special meeting minutes of October 3 and 10, 2023.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

**ACCOUNTS PAYABLE:**

It was moved by Williams, seconded by Hoffman, to approve accounts payable for payment of Vouchers 2345 for electronic funds transfer payments and checks 50896 through 50940 in the amount of \$521,933.74.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

**PAYROLL:**

It was moved by Hoffman, seconded by Williams, to approve payroll and electronic deposits for Voucher 2346 for checks 58220 through 58236 in the amount of \$108,259.32.

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 Hoffman, to approve the Teamsters Bargaining Unit Agreement for 1/1/24 through 12/31/26.

Roll Call Vote:

Ayes: Hoffman

Ayes: Williams

Ayes: Zulski

Nays: None

Motion carried

- b. It was moved by Zulski, seconded by Hoffman, to accept the winter brine bids and for them to be used in the best interest of the road commission.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

**CORRESPONDENCE:**

- a. Straits Area Council Meeting, Tuesday, November 7, 2023, 9:30 a.m., Audie's Restaurant in Mackinaw City. Zulski and Hoffman will plan to attend.

**ENGINEER-MANAGER'S REPORT:** Shank gave the following update:

- Bringing Heaton Road up to standard from seasonal is all set except the one tree in question; obtaining right-of-way is still in process. Hoffman mentioned there is a large puddle of water at the beginning of the road. Zulski suggested Shank contact McCune about getting a tree expert to look at the tree in question to determine its remaining life.
- McDougal Road over the Bear River has two large culverts that qualify as a bridge that were recently inspected. There is a load rating restriction of 14/22/38 ton due to a minimum cover issue that triggered a posting which will have a significant impact on truck traffic. This will require an additional 6-8" gravel and guardrail upgrade and is estimated to cost about \$130,000. Williams asked what shape the culverts were in and

Shank responded they are in fair shape and years ago a 120 ft clear span structure was estimated at \$1.5 million. Keiser stated these culverts have been in place for 40 years and along with other comments he suggested using common sense, getting a plan to fix it, and don't do the posting as this will have a major impact as it is a designated truck route around the city. Shank stated he has only 30 days to get the bridge posted but this will be a high priority in the budget. After much more discussion, Shank stated he will look at correcting this situation now and pave in the spring.

- Mitchell Road Project using Small Urban funds, from Division Road to the city limits has had a change in funding. The original small urban grant was for \$135,000 with COVID funds of \$81,000. The total project estimate came in at \$300,000, about \$50,000 more than planned. In August, the feds pulled back the COVID funds of \$81,000 and this leaves \$165,000 for the road commission to back fill. There was much discussion on the available funding, change in project costs, and road ratings; Keiser, Zulski, and Shank plan to meet in the next few weeks.
- Cross Village Township has water puddling near last year's project on Lake Shore Drive. Shank met with township officials last summer and he offered a solution but the officials decided at that point not to pay for the fix. Currently, Cross Village Township officials have decided they would like this fixed and Shank will be looking at solutions.
- Michigan Township Association Meeting is Wednesday, October 18, 7:00 p.m., at Littlefield Township Fire Hall.
- Traffic light at Pickerel Lake Road on US 31 is working.

**ENGINEER-TECHNICIAN'S REPORT:** Horrocks gave the following update:

- Working on next year's projects getting them ready for bid:
  - Wycamp Creek at Lake Shore Drive timber bridge supply and installation
  - File Mile Creek at Lower Shore Drive concrete box culvert
- Township meetings generated a lot of estimates that need to be completed.
- Equipment auction through Ranger Bid goes live on 10/17/23 at 8:00 a.m. Everything has received a bid.
- US 31 Project north of Alanson is on target and should be complete in a few weeks.
- M 68 from the bridge to King Road in Cheboygan County, will be a mill and fill project in 2026 or 2027. MDOT is also seeing projects that are programmed in advance becoming difficult due to inflation.

**PERMIT/CAD TECHNICIAN'S REPORT:** Godzik gave the following update:

- Trustream will have a crew on Valley Road west of North Conway Road repairing two cross culverts that were damaged a couple years ago.
- Spectrum is working on installing new underground utility on Mitchell Road and he has informed them they have to be completed by November 14.
- Lines dangling on Manvel and Country Club Road have been taken care of.
- Lines hanging on Mitchell Road south of Boyer Road, they are waiting for pedestals and these lines will go underground; this may happen this year. Keiser stated in one area



they went out of the road right-of-way by quite a few feet; he will get Godzik the property owner information.

- Williams stated there has been a huge spool sitting on the shoulder of Milton Road for a month and a half; Godzik will look into this.

**EQUIPMENT SUPERINTENDENT'S REPORT:** Genson stated they are gearing up for winter, pulling about two trucks per week. The first new truck should be completed by the middle of November and hopefully they will work on our second truck right after. The sign truck is a victim of the strike, not sure if it is built or not, he will be checking. There was discussion on 2027 emissions standards and the expectation that price is going to significantly increase.

**ROAD FOREMAN'S REPORT:** Gray stated they are gearing up getting ready for winter, working on shoulders, heavy patching, working on seasonals and getting ready to blade gravel roads.

**FINANCE DIRECTOR'S REPORT:** Kleeman discussed the following:

- CRASIF Strategic Planning Workshop October 18-20, 2023
- Continuing to work on budget
- Office staff are progressing very well since turnover of both positions.

**COMMISSIONERS' REPORT:** Commissioner Zulski stated he appreciates the townships during the meetings. Appreciation for our staff and crew was clearly communicated from the township officials to the Board; this came up often during the meetings.

Commissioner Hoffman discussed where Bear River Road and River Road intersect. Going east on Bear River Road, the stop sign is for the railroad track and he stated there needs to be another stop sign added and make it a four way stop. Shank stated River Road stops but Bear River Road is a through road and discussed MDOT's requirements. He doesn't believe we are warranted to place another stop sign in this area and this area is appropriately signed even though it is confusing.

Commissioner Williams commented on the following:

- South Milton Road has been patched but he is frustrated the road has been damaged with MDOT traffic and the state isn't paying for repairs. Repaving South Milton Road is an issue Shank has brought to MDOT but they are way over budget and do not plan to fix this. Shank knows they are using it for a gravel haul route.
- He also stated he has brought the subject up before, but something must be done with trees at Powers Road and Milton Road as there is a stop ahead sign and people are blowing the first set of stop signs. If you look up the hill, you can't see the stop sign because of the trees. The whole intersection needs to be cleared back because people don't realize there is a double set of stop signs. There needs to be a way to sign for two sets of stop signs ahead.
- Stumping needs to be completed at the south end of Milton Road at US 31; MDOT did clearing for visibility but did not remove stumps. He also mentioned ditch trimming.

- Shank stated they fixed the broken concrete but Williams stated they didn't fix the asphalt.
- The bike path is too high in one spot and the trapped water is making the shoulder soft.

**PUBLIC COMMENT:**

- a. Bill Dohm, Little Traverse Township Supervisor – Inquired on the status of the Pleasantview Road and Hathaway Road right turn lane estimate. Shank stated they have an estimate completed for this project and he will get it to him shortly. Dohm needs to know so he can budget for other projects. Williams discussed trees that could be removed to improve site distance.

**CLOSED SESSION:**

It was moved by Zulski, seconded by Hoffman, to go into closed session at 8:53 a.m. to discuss collective bargaining agreement negotiations; MCL 15.268(c).

Roll Call Vote:

Aye: Williams

Aye: Hoffman

Aye: Zulski

Nays: None

Motion carried

It was moved by Zulski, seconded by Hoffman, to go back into open session at 9:06 a.m.

Roll Call Vote:

Aye: Williams

Aye: Hoffman

Aye: Zulski

Nays: None

Motion carried

**WORK SESSION:** The following were reviewed:

- a. Cash budget tool
- b. Equipment plan and savings account
- c. Buildings and grounds plan
- d. Road projects for 2027
- e. Other topics

Commissioner Zulski adjourned the meeting at 11:00 a.m.



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Lisa Kleeman, Finance Director-Clerk of the Board

10-27-23

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Date