

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, June 6, 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 James Godzik – Permit/CADD Technician
Travis Horrocks – Engineer Technician Ed Zmikly – North Road Foreman
John Gray – South Road Foreman Lisa Kleeman – Finance Director/Board Clerk

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor Don Mapes – Emmet County Commissioner
Gordon Kruskie Garrett Muir – Bear Creek Twp. Deputy Sup.
Mary Zulski Dennis Keiser – Bear Creek Twp. Supervisor

Guests Present via Zoom:

David Boyer – Emmet County Administrator Al Welsheimer – Resort Twp. Trustee
Ed Kuligowski – Pleasantview Twp. Supervisor

AGENDA:

The agenda was approved as presented.

MINUTES:

It was moved by Hoffman, seconded by Williams, to approve the regular session minutes of May 23, 2024.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Hoffman, to approve accounts payable for Voucher 2426 for checks 51709 through 51714 and electronic funds transfer payments in the amount of \$6,442.80.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

It was moved by Zulski, seconded by Williams, to approve accounts payable for Voucher 2427 for checks 51715 through 51756 and electronic funds transfer payments in the amount of \$318,410.76.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll and electronic deposits on Voucher 2428 for checks 58553 through 58570 in the amount of \$111,918.56.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

PUBLIC COMMENT:

- a. Garret Muir, Bear Creek Township Deputy Supervisor – Stated he received a question regarding guardrail on Kolinski Road. Shank replied that an MDOT Safety Grant has been applied for 2026 and he anticipates hearing an answer by October. Muir also inquired about the Adopt-a-Road program turnout for May.

APPOINTMENTS:

- a. Public Hearing, 8:05 a.m. – Robinson Road from 1600' west of Palmer Road then easterly 8000' (1.52 miles) in Pleasantview and Center Townships. It was moved by Hoffman, seconded by Williams, to begin the public hearing.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

The public hearing was advertised in the Petoskey News Review. Proposed improvements include trenching, HMA base crushing and shaping, road obliteration, curve relocation, excavation, embankment, culverts and other drainage improvements, aggregate base, HMA paving, guardrail upgrades, shoulder gravel, pavement markings, traffic control, and restoration. No written comments were received prior to the public hearing and there were three calls for comment. This project will be funded through the Bureau of Indian Affairs. It was moved by Zulski, seconded by Hoffman, to end the public hearing.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Williams, seconded by Hoffman, to sign the MDOT Engineering Reimbursement form for July 1, 2023 through June 30, 2024, in the amount of \$10,000.

Ayes: Hoffman, Williams, Zulski

Nays: None

Motion carried

CORRESPONDENCE:

- a. CRASIF Call for Board of Trustee Candidates letter dated May 15, 2024, was distributed.

ENGINEER-MANAGER'S REPORT: Shank discussed the following:

- MCRC SIP Annual Meeting is July 24-25, 2024, in Mt. Pleasant. Shank, Kleeman, and Hoffman plan to attend.
- Asset data collection is in progress, primary roads are done and local roads are about three-quarters done, including gravel roads. Road rating reports will be completed and distributed to the townships by the end of July.
- MDOT State Trunkline Maintenance budget update.

ENGINEER-TECHNICIAN'S REPORT: Horrocks gave an update as follows:

- Ellsworth Road project is complete, mailboxes are still in the process of being moved.
- Moore Road project is complete except for pavement markings.
- Ice control sand in the Powers pit is complete, crushing will begin in the next two weeks in the Bellmer pit with Morrow pit to follow.
- Nine of 22 projects have been completed with about 16,500 tons of hot-mix being put down in the past month.
- Five Mile Creek culvert replacement on M119 is scheduled for next week.
- Lake Shore Drive Bridge project over Wycamp Creek is scheduled to begin mid-June and should take 45-60 days to complete. This will be a full road closure and the detour will be about 14 miles.
- Lake Shore Drive reconstruction project from Cross Village to Sturgeon Bay Trail is supposed to be in the June 7, 2024, letting.
- Robinson Road project preconstruction meeting will occur shortly, Rieth-Riley would like to begin soon.
- Crack sealing should begin soon, the list of roads is being compiled.
- Chip seal projects for a total of 12.25 miles will begin in mid-July.
- Five Mile Creek on Lower Shore Drive culvert replacement project will start after July 4.
- Maplewood Road and Cedar Valley Road projects are ready, just waiting for the contractor.
- Mitchell Road project will begin on Monday from Division Street to Lincoln Place with the plan to be completed with this portion by Saturday; this will be a full road closure.

The county portion will begin right after the first phase, under flag control, with the plan to be completed by July 4.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik had nothing new to report.

EQUIPMENT SUPERINTENDENT'S REPORT: None

ROAD FOREMAN'S REPORT: Gray stated they are wrapping up brush cutting and getting started on grass mowing. Zmiky stated they have wrapped up berm pulling and have been focused on prepping for dust control brine spraying as well as trying to keep up with the pot holes and beginning to mow, especially intersections.

FINANCE DIRECTOR'S REPORT: Kleeman discussed the following:

- Michigan Transportation Funds for April received in June was reviewed.
- CRASIF Dividend Distribution for 2024 of \$1.5 million of which \$1 million was distributed in the form of a refund check and \$500,000 was distributed as a premium discount. This translates to a refund check for Emmet CRC in the amount of \$12,468.15 and a premium discount of \$5,675. To date the membership has received a dividend 43 out of the 46 total years of the group fund for amount of \$96.25 million which equates to about \$.53 back on every \$1.00 paid in premium deposits.

COMMISSIONERS' REPORT: Commissioner Zulski stated whoever is grading the roads from the Levering garage is doing an unbelievably awesome job, it looks so professional and he is very impressed. Shank also commented he has noticed while rating the roads up north, the drainage has really improved on the gravel roads, they have made a difference.

Commissioner Hoffman discussed a 7 & 4 News report on Mileage Based User Fees (MBUF) and the current Michigan study that is occurring to replace the current gas tax. He also inquired about brine placed on Sterley Road and Dennis Keiser, Bear Creek Township Supervisor, answered this is a township request.

PUBLIC COMMENT: None

Commissioner Zulski adjourned the meeting at 8:25 a.m.



Lisa Kleeman, Finance Director-Clerk of the Board

6-20-24

Date