

MINUTES
EMMET COUNTY ROAD COMMISSION
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in regular session at the offices in Harbor Springs on August 27, 2018. The Chairman, Frank Zulski, called the meeting to order at 8:00 a.m.

Commissioners Present: Frank Zulski-Chairman and Larry Williams-Member

Staff Present:

Brian Gutowski - Engineer-Manager

Robert Genson - Equipment Superintendent

Shawn Beckman - Project Manager

James Godzik - Permit/CADD Tech

Tori Thompson – Administrative Assistant

James Kargol - Road Foreman

Guests Present:

Cindy Baiardi – West Traverse Township

Toni Drier – Emmet County Commissioner

Bill Dohm – Little Traverse Township

Dennis Keiser – Bear Creek Township

Tom Miller – TBPA

Ray Mathews – West Traverse Resident

MINUTES: It was moved by Larry Williams, seconded by Frank Zulski, to approve the open meeting minutes of August 9, 2018.

Ayes: Zulski, Williams

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 1833, checks numbering from No. 44650 to No. 44679, in the amount of \$268,723.70, was presented for approval. It was moved by Larry Williams, seconded by Frank Zulski, to approve accounts payable for payment of the same.

Ayes: Zulski, Williams

Nays: None

Motion carried

PAYROLL: Voucher No. 1834 for Payroll No. 12, checks numbering from No. 53418 to No. 53476 for regular payroll, in the amount of \$87,175.31 was presented for approval. It was moved by Larry Williams, seconded by Frank Zulski, to approve payroll for payment of the same.

Ayes: Zulski, Williams

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Ray Mathews was present to discuss his proposed residential driveway on State Road near LaCount Road. It was determined by James Godzik that the proposed driveway location does not meet the required sight distance. After discussion by Godzik and the Board, it was agreed that the driveway permit will be approved when the homeowner moves material, improving sight distance. A permit will be issued for a temporary driveway on LaCount until proper sight distance is acquired on State Road.

- b. Discussion on repurposing the HRA fund for future equipment purchase fund will be moved to the next meeting on September 6.

PUBLIC COMMENT: None

APPOINTMENTS: None

NEW BUSINESS:

- a. It was moved by Frank Zulski, seconded by Larry Williams, to sign the contracts with Bliss Township for purchasing \$8,000.00 in asphalt for Elder Road.

Ayes: Zulski, Williams

Nays: None

Motion carried

- b. The Bid tabulation was reviewed for the Mill & Fill of Pleasantview Road from Cherry Lane to Stutsmanville in Pleasantview Township. The estimated cost for these materials is \$455,000.00. It was moved by Frank Zulski, seconded by Larry Williams, to award the bid to Rieth Riley Contracting Co., Inc. in the amount of \$528,405.08.

Ayes: Zulski, Williams

Nays: None

Motion carried

- c. The Bid tabulation was reviewed for the Cold-in-Place Recycling Asphalt Paving of Pleasantview Road from Stutsmanville Road to Tower Road in Pleasantview Township. The estimated cost for these materials is \$400,000.00. It was moved by Frank Zulski, seconded by Larry Williams, to award the bid to J&N Construction in the amount of \$275,000.00.

Ayes: Zulski, Williams

Nays: None

Motion carried

- d. It was moved by Frank Zulski, seconded by Larry Williams, to appoint Brian Gutowski as the Delegate and Leroy Sumner as the Alternate for the Northern Michigan's Association of Road Commissioners.

Ayes: Zulski, Williams

Nays: None

Motion carried

- e. The Letter of Understanding "2018 MTF Increase Pay Formula" language was reviewed to be added to the Union Contract. It was moved by Frank Zulski, seconded by Larry Williams, to add the necessary wording that was omitted from the previous contract .

Ayes: Zulski, Williams

Nays: None

Motion carried

CORRESPONDENCE: None

ENGINEER-MANAGER'S REPORT: Gutowski reported on the Woodland Road dam removal, as well as the other projects he has been inspecting daily. Siphons were cranked up on Woodland Road Thursday. The tentative timeline for the project is to remove the old culverts in two weeks and start installing the piling for the new timber bridge by the week of September 20th. Once piling is done and the cap is installed, starting October 1st the Road Commission will put the bridge deck on. Culverts have been removed on Reed Road. The contractor has piling complete and the cap installed – we will be moving in next week to put the bridge deck on.

We begin removing culverts on Pickerel Lake Road today. Zulski requested the Road Commission verifies the homeowners have been notified and are aware of the considerable liability they are facing due to the beaver dam on Reed Road.

Lisa Kleeman will be attending the MERS Coffee Round Table in Cheboygan on August 30th.

Gutowski also shared that the Road Commission hired one new truck driver. There will be at least two employees retiring next year. There were a few good, qualified candidates that applied for the position. Gutowski requested hiring two other applicants in addition to the one recently hired. It is under consideration and will be discussed at the next meeting.

Gutowski reported Kargol will be retiring in December 2018 and suggests they start paying out his sick leave on a bi-weekly basis instead of all at once. The new union contract sick leave payout is 65%. Gutowski is in the process of re-drafting the Non Union Benefit policy to reflect that 65%. The request to the board is that Kargol's sick leave payout be based on that 65%. It will be discussed at the next meeting, when all Commissioners are present.

SUPERVISOR'S REPORT: Beckman reported North Conway Road project started last week – pulling stumps up and slope stakes are out. Stripping topsoil and dirt work will be done later this week. Inspector reports and submittals are coming in from the contractor daily.

PERMIT/CAD REPORT: Godzik reported Spierling Truck has started hauling in the Ice-Control Sand. He is in the process of testing it, and then they will bring the supply in.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson reported they are finishing up one of the new Truck Sanders and will be starting on the second one.

COMMISSIONERS' REPORT: None

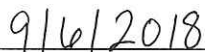
ROAD FOREMAN'S REPORT: Kargol reported the backup salt from last spring that we never received is coming. We will be charged last year's prices at \$54/ton versus the \$75/ton this year.

FINANCE DIRECTOR REPORT: None

With no further business, Commissioner Zulski adjourned the meeting at 7:30 a.m.



Tori Thompson, Administrative Assistant



Date