

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, February 9, 2024. Vice Chairman Mark Hoffman called the meeting to order at 8:00 a.m. and led the pledge of allegiance.

Commissioners Present:

Mark Hoffman – Vice Chairman

Wade Williams - Member

Commissioners Present via Zoom (Non-quorum and Non-voting):

Frank Zulski – Chairman, attending from Orange Beach, Alabama

Staff Present:

Brent Shank – Engineer/Manager

James Godzik – Permit/CADD Technician

Travis Horrocks – Engineer Technician

Bob Genson – Equipment Superintendent

Lisa Kleeman – Finance Director/Board Clerk

Ed Zmikly – North Road Foreman

John Gray – South Road Foreman

Guests Present:

Bill Dohm – Little Traverse Twp. Supervisor

Don Mapes – Emmet County Commissioner

Guests Present via Zoom:

David Boyer – Emmet County Administrator

David White – Emmet County Commissioner

Al Welsheimer - Resort Township Trustee

Dennis Keiser – Bear Creek Twp. Supervisor

Jim Bartlett – West Traverse Twp. Supervisor

AGENDA:

It was moved by Hoffman, seconded by Williams, to approve the agenda as presented.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

MINUTES:

It was moved by Hoffman, seconded by Williams, to approve the regular session minutes of January 26, 2024.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

ACCOUNTS PAYABLE:

It was moved by Williams, seconded by Hoffman, to approve accounts payable for payment of Voucher 2408 for electronic funds transfer payments and checks 51314 through 51360 in the amount of \$354,134.70.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

PAYROLL:

It was moved by Williams, seconded by Hoffman, to approve payroll and electronic deposits for Voucher 2407 for checks 58400 through 58417 in the amount of \$123,705.18.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

PUBLIC COMMENT: None

APPOINTMENTS:

- a. Public Hearing 8:10 a.m. - It was moved by Hoffman, seconded by Williams, to begin the public hearing for discussion on three proposed projects; Cedar Valley Road, Lake Shore Drive, and Lower Shore Drive.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- i. Cedar Valley Road in Bear Creek Township, from Atkins Road to Greenwood Road for .50 miles. The public hearing was advertised in the Petoskey News Review. Proposed improvements include culverts, drainage improvements, trenching, HMA base crushing & shaping, aggregate base, biaxial geogrid, concrete curb & gutter, HMA paving, gravel shoulders, slope restoration, and pavement markings. No written comments were received prior to the public hearing and there were three calls for comment.
- ii. Lake Shore Drive over the Wycamp Creek Bridge Installation. The public hearing was advertised in the Petoskey News Review. Proposed improvements include soil erosion preventative measures, clearing, HMA surface removal, remove existing culvert, excavate for timber structure assembly, construct timber structure, backfill structure, subbase, embankment, aggregate base, fieldstone

riprap, HMA paving, guardrail, slope restoration, and traffic control. No written comments were received prior to the public hearing and there were three calls for comment.

- iii. Lower Shore Drive over the Five Mile Creek Box Culvert Installation. The public hearing was advertised in the Petoskey News Review. Proposed improvements include replacement of existing culvert, scour countermeasures, stream improvements, pavement reconstruction, guardrail installation, pavement markings, restoration, and maintain traffic. No written comments were received prior to the public hearing and there were three calls for comment.

It was moved by Hoffman, seconded by Williams, to end the public hearing.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

UNFINISHED BUSINESS: None

NEW BUSINESS:

- a. It was moved by Williams, seconded by Hoffman, to approve the project and award the bid for the West Hathaway Road Mill and Fill Project in Little Traverse Township to Payne and Dolan, Inc., in the amount of \$229,931.70.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- b. It was moved by Hoffman, seconded by Williams, to approve the project and award the bid for the Moore Road Asphalt Overlay Project in Littlefield Township to Rieth-Riley Construction Co., Inc., in the amount of \$244,122.75.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- c. It was moved by Hoffman, seconded by Williams, to approve the project and award the bid for the Cedar Valley Road Crush and Shape Project in Bear Creek Township to Elmer's Crane and Dozer, Inc., in the amount of \$404,190.38.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- d. It was moved by Hoffman, seconded by Williams, to approve the project and award the bid for the Lake Shore Drive over Wycamp Creek Timber Bridge Supply in Cross Village Township to Krenn Timber Bridge, Inc., in the amount of \$397,530.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- e. It was moved by Hoffman, seconded by Williams, to award the bid for the Lake Shore Drive over Wycamp Creek Timber Bridge Installation in Cross Village township to John Henry Excavating, Inc., in the amount of \$517,330.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- f. It was moved by Williams, seconded by Hoffman, to approve the project and award the bid for the Lower Shore Drive over Five Mile Creek Box Culvert Installation in West Traverse Township to J & N Construction, LLC., in the amount of \$472,908.25.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- g. It was moved by Hoffman, seconded by Williams, to approve Bituminous Emulsion bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- h. It was moved by Williams, seconded by Hoffman, to approve Cold Patch bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams
Nays: None
Non-Voting: Zulski
Motion carried

- i. It was moved by Hoffman, seconded by Williams, to approve Dust Control bids to be used in the best interest of the townships and road commission.

Ayes: Hoffman, Williams
Nays: None
Non-Voting: Zulski
Motion carried

- j. It was moved by Hoffman, seconded by Williams, to approve Hot Mix Asphalt bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams
Nays: None
Non-Voting: Zulski
Motion carried

- k. It was moved by Hoffman, seconded by Williams, to approve Pavement Marking bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams
Nays: None
Non-Voting: Zulski
Motion carried

- l. It was moved by Hoffman, seconded by Williams, to approve Diesel Fuel Supply bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams
Nays: None
Non-Voting: Zulski
Motion carried

- m. It was moved by Hoffman, seconded by Williams, to approve Tree Service bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams
Nays: None
Non-Voting: Zulski
Motion carried

- n. It was moved by Hoffman, seconded by Williams, to approve Culvert Materials bids to be used in the best interest of the road commission.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- o. It was moved by Hoffman, seconded by Williams, to approve the 2023 Act 51 Mileage Certification Maps and authorize a resolution for the Engineer-Manager to electronically sign them.

Ayes: Hoffman, Williams

Nays: None

Non-Voting: Zulski

Motion carried

- p. Shank gave a brief description of a situation an employee encountered on February 2, 2024, and his response helping a citizen in need. Commissioner Hoffman presented a certificate of recognition and appreciation for David L. Maylowski.

CORRESPONDENCE: None

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

- Next board meeting there will be discussion and a recommendation for the driveway on Anderson Road.
- Cross Village Township Meeting for March, he will be present to discuss the Lake Shore Drive Project and detour plan. This project will likely be part of the MDOT May letting.
- Attended Engineering Conference this week and there was discussion on rubberized asphalt which helps with crack resistance. Hoffman inquired about using shingles for paving and Shank gave a brief history and results.

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

- Robinson Road – Should be hearing from the DNR on curve relocation within the next two weeks then the project will be moving forward with our crew removing trees.
- Lake Shore Drive from Cross Village to Sturgeon Bay Trail - Engineering firm is finalizing plans and submitting to MDOT with an estimated letting in May.
- Brutus Road from US 31 then East to Cheboygan County - NEPA and SHPO review will be handled by an engineering firm so this project can be let possibly in December.
- Township projects have had some huge bid savings and hopefully we will receive a few more township projects.
- Painting 105 centerline miles is planned for this year. Hopefully, in the next 2-3 years all primary roads will be painted with some local roads painted also.

- Frost depth will be reviewed today after the board meeting.

PERMIT/CAD TECHNICIAN'S REPORT: Godzik discussed weight restrictions and working with weighmasters Brian Drayton and Art Beach, all is going well.

EQUIPMENT SUPERINTENDENT'S REPORT: Genson stated they are getting stuff caught up in the shop and beginning to pull things for spring. He has been getting bids caught up and you should see them for the next meeting for equipment and the roof. All in all, things are going good. He will be off tentatively May 13 for surgery.

ROAD FOREMAN'S REPORT: Gray stated they are patching while the weather is good and working on trees and basic maintenance. Zmikly stated the crew has been limbing and brushing on Lake Shore Drive.

FINANCE DIRECTOR'S REPORT: Kleeman reminded the board of the Straits Area Council Meeting is Tuesday, February 13, and the next board meeting will be March 8, 2024. She let the Board know she will not be present at the next meeting due to a CRASIF AGRIP meeting. December preliminary financials were distributed and briefly discussed. Financial audit is scheduled for the week of February 19, 2024.

COMMISSIONERS' REPORT: Commissioner Hoffman inquired on the seal coating response from townships and Shank responded two townships are planning to have this done. Commissioner Williams inquired if the price will hold or go up more. Horrocks and Shank responded with their thoughts on what will take place with oil and stone prices.

Commission Williams commented on highway painting on the MDOT project in Alanson and how fast the lines have faded.

PUBLIC COMMENT:

- a. Margie Krussell, 2943 Cedar Valley Road – Described the amount and types of traffic and trucks that would be coming to their businesses. Godzik interjected these businesses involve new zoning for home-based businesses in Emmet County. She asked a question about a lock box the fire department would need and Commissioner Williams stated the fire department would answer that question. She inquired about 75,000-pound driveway rating and Commissioner Hoffman directed her to the township supervisor. She stated the paving requirement seems a little excessive and the cost incurred would be detrimental to her son's plans to start his business. There is not a lot of use for these driveways but when the need arises, it makes it more convenient for her business to have more than one driveway. She is requesting the board waive the requirement for paving. Commissioner Hoffman stated more information will be gathered and her request will be addressed at the March 8, 2024, board meeting.

Commissioner Hoffman adjourned the meeting at 8:46 a.m.

Lisa Kleeman

Lisa Kleeman, Finance Director-Clerk of the Board

4-12-24

Date