

MINUTES
EMMET COUNTY ROAD COMMISSION
HARBOR SPRINGS, MICHIGAN

The Emmet County Board of Road Commissioners met in regular session at their offices in Harbor Springs on January 23, 2009. The Chairman, Frank Zulski, called the meeting to order at 8:00 a.m.

Commissioners Present: Frank Zulski, Leroy Sumner, and Larry Williams

Staff Present: Brian Gutowski – Engineer-Manager, Brent Shank – Operations Engineer, Judy Fouch - Clerk

Guests: Bill Dohm, Little Traverse Township; Bill Wiechmann – Pleasantview Township; Tom Bernard, Alyce Conrad – Springvale Township; Bob Sandford – West Traverse Township; Dennis Keiser Bear Creek Township; Gordon Kruskie – Readmond Township; Edith Kruskie – Island View Road

MINUTES: It was moved by Sumner, seconded by Zulski to approve the minutes of the regular meeting of January 8, 2009, special meeting of January 19, 2009, and the special meeting of January 20, 2009.

Ayes: Williams, Sumner, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 0903, checks numbering from No. 29731 to No. 29780, in the amount of \$365,859.76 was presented for approval. It was moved by Sumner, seconded by Williams to approve accounts payable for payment of the same.

Ayes: Williams, Sumner, Zulski

Nays: None

Motion carried

PAYROLL: Voucher No. 0904 for Payroll No. 2, checks numbering from No. 39232 to No. 39287, in the amount of \$76,155.45 was presented for approval. It was moved by Sumner, seconded by Williams to approve payroll for payment of the same.

Ayes: Williams, Sumner, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. Mr. Gutowski and Mr. Sumner attended the Petoskey Area Transportation Committee Meeting and were asked by Kathy Abbott to postpone the approval of the resolution authorizing the \$1,500.00 for the Access Management Study along U.S. 31, U.S. 131, and M-119 until the language in the Memorandum of Understanding can be corrected.

NEW BUSINESS:

- a. It was moved by Sumner, seconded by Zulski to approve and authorize the signing of the Title Sheet for the 2009 Safety Improvement Projects.

NEW BUSINESS, (Vote on Motion) Continued:

Ayes: Williams, Sumner, Zulski

Nays: None

Motion carried

- b. Mr. Gutowski provided a historical overview of the Road Commission by first stating that 2009 marks the 101st year of operation. He reviewed roads, road funding, resources, and other related information. It included the fact that the Road Commission has jurisdiction over 833.1 miles of roads, and maintains 110 miles of state highways for MDOT. He indicated that most primary roads are eligible for Federal-aid funding, and that state law requires that at least 50% of the funding for local road reconstruction come from a source other than the Michigan Transportation Fund (MTF). MTF is comprised of state gasoline tax, diesel tax, and vehicle registration fees, and is designated for primary and local roads. He noted that there has been an accumulated reduction in those funds of \$258,382.76, and that the State Department of Treasury is predicting another 3-5% reduction in MTF revenues in 2009. He then reviewed expenses over the past five years.

PUBLIC COMMENT: Bill Dohm asked about the debt level of the operation. Mr. Gutowski explained that the facility was first financed in 1995, then refinanced to include equipment needs and renovations at Levering which will be paid off by 2017. He added that there is also a 6 year equipment loan, but that accelerated payments are being made in order to reduce it to four years.

CORRESPONDENCE:

- a. Notice of the 37th Road Commissions Meeting on February 3, 2009, at Audie's Restaurant in Mackinaw City at 9:00 a.m.
- b. Notice of the CRASIF and MCRCISIP Safety Workshop on April 16, 2009 at Audie's Restaurant in Mackinaw City from 8:00 a.m. to 2:15 p.m.
- c. Letter from MCRCISIP updating the Employment Screening Policy, Military and Veterans Policy, Social Security Number Policy, and adding a Fraud Policy and Ethics and Standards Policy to the MCRCISIP Manual.

Mr. Gutowski reviewed the updated policies that were received. The Employment Screening Policy includes a background check and an electronic verification required by the Federal government on Davis-Bacon wages. The Military and Veterans Policy included new language requiring employers to notify employees of their re-employment rights. The Social Security Number Policy requires that the numbers be kept private, with only a display of the last four digits. The new Fraud Policy states that there is zero tolerance for fraud, embezzlement and theft. The Ethics and Standards Policy requires employees and commissioners to state their conflicts of interest when applicable to the business, and that no bribes will be accepted.

ENGINEER-MANAGER'S REPORT: The Conservation Resource Alliance has prepared a Cooperative Agreement for the reimbursement of design costs on the Pleasantview Road Bridge. It was moved by Sumner, seconded by Zulski to approve the Cooperative Agreement for the Pleasantview Road Bridge so that the design costs will be eligible for reimbursement.

ENGINEER-MANAGER'S REPORT, (Vote on Motion) Continued:

Ayes: Williams, Sumner, Zulski

Nays: None

Motion carried

Other items mentioned included the township meetings scheduled for January 26th at the McKinley Township Hall, and the request from Michigan LTAP to have Mr. Zulski talk about Asset Management in May, in Marquette.

OPERATIONS ENGINEER'S REPORT: None

CLERK'S REPORT: None

COMMISSIONERS' REPORTS: Mr. Sumner thanked the township officials for meeting with the Board this week. Mr. Williams stated that he has enjoyed his affiliation with the Board so far, and noted that it is a very involved operation.

ADJOURNMENT: There being no further business, Chairman Zulski adjourned the meeting at 8:24 a.m.

Clerk of the Board – Judy Fouch

Date