

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 May 2, 2008. The Chairman, Frank Zulski, called the meeting to order at 8:00 a.m.

Commissioners Present: Frank Zulski, Leroy Sumner, and Richard Bidstrup

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

Guests: Dennis Keiser – Bear Creek Township; Bob Sandford – West Traverse Township; Bill Dohm – Little Traverse Township; Tom Bernard - Springvale Township; Bill Wiechmann – Pleasantview Township; Fred Gray – Emmet County; David Woods – Chase Bank; Gordon Kruskie, Edith Kruskie – Island View Road; Mark Hilal – resident; Larry Funk – Arcadia Drive; Ray Kolinske, Jr. – Liegl Drive

MINUTES: It was moved by Sumner, seconded by Bidstrup to approve the minutes of the regular meeting of April 18, 2008.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

ACCOUNTS PAYABLE: The List of Accounts Payable, Voucher No. 0817, checks numbering from No. 28745 to No. 28775, in the amount of \$94,029.59 was presented for approval. It was moved by Sumner, seconded by Bidstrup to approve accounts payable for payment of the same.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

PAYROLL: Voucher No. 0818 for Payroll No. 8, checks numbering from No. 38107 to No. 38159, in the amount of \$64,452.22 was presented for approval. It was moved by Sumner, seconded by Bidstrup to approve payroll for payment of the same.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

UNFINISHED BUSINESS:

- a. David Woods of Chase Bank was present to discuss refinancing the equipment loan. He confirmed that the Board decided to proceed with a six year note. He indicated that the funds will be held in escrow and dispersed when invoices are received. Mr. Zulski asked about the interest earnings, which will be earned on the escrow account. Mr. Woods received a copy of the financial report, and named the remaining items that will be required. He will attend the next meeting to review the loan, and suggested a closing date of May 19th. A list of proposed equipment purchases is being prepared.
- b. The Michigan Logos request for Trailblazer signs on Brutus Road and Pleasantview Road was tabled until the next meeting.

NEW BUSINESS:

a. Bids were received for asphalt paving on Straitsview Road, as follows:

<u>Bidders:</u>	<u>H&D/Rieth-Riley</u>	<u>Payne & Dolan</u>
	06795 U.S. 31 N. Bay Shore, MI 49711	1029 Gornick Ave. Gaylord, MI 49735
 <u>Items:</u>		
Pavement Removal – 20 s.y.	\$ 14.00	\$ 4.70
Fine Grading – Lump Sum	5,000.00	2,000.00
HMA, 13A – 1,250 tons	44.00	44.90
HMA Approach – 3 tons	84.00	77.00
Shoulder, CL II, CIP – 120 tons	25.00	.30
Topsoil, LM – 10 c.y.	40.00	55.50
Seed, mulch, fertilizer – 45 s.y.	1.00	4.20
Pavement Mark., 4” Yellow – Waterborne – L.S.	1,251.00	700.00
Mobilization – L.S.	1,950.00	5,000.00
Traffic Control – L.S.	<u>100.00</u>	<u>3,300.00</u>
 Total Cost Estimate	 \$ 67,278.00	 \$ 68,230.00

It was moved by Bidstrup, seconded by Sumner to award the bid for the asphalt paving on Straitsview Road to H&D/Rieth-Riley, as the low bidder.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

b. Bids were received for ultra-thin asphalt on Five Mile Creek Road, as follows:

<u>Bidders:</u>	<u>H&D/Rieth-Riley</u>	<u>Payne & Dolan</u>
	P.O. Box 199 Bay Shore, MI 49711	1029 Gornick Ave. Gaylord, MI 49735
 <u>Items:</u>		
HMA, Ultra-Thin Overlay – 1,130 tons	\$ 57.00	\$ 69.25
Shoulder, Cl. II – 240 tons	20.00	16.00
Pavement Mark., Waterborne, 4” Yellow – L.S.	1,162.50	1,450.00
Mobilization	6,465.00	1,500.00
Traffic Control – L.S.	<u>500.00</u>	<u>150.00</u>
 Total Cost Estimate	 \$ 77,457.50	 \$ 85,192.50

NEW BUSINESS, Continued:

It was moved by Sumner, seconded by Bidstrup to award the bid for ultra-thin hot-mix asphalt for Five Mile Creek Road to H&D/Rieth Riley as the low bidder.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

c. Bids were received for gravel in Springvale Township, as follows:

<u>Bidder</u>	<u>Delivery Equip. Type</u>	<u>Joy Lane Price</u>	<u>Sheaffer Pit Price</u>
H&D/Rieth-Riley P.O. Box 199 Bayshore, MI 49711	Flowboy Trailers	\$7.95/ton (11.13/cyd,lm)	\$7.95/ton (11.13/cyd,lm)
Sackrider 5133 Indian Garden Petoskey, MI 49770	Not indicated	\$30,320.00	\$80,061.00

*Alternative: Sackrider to stock pile 7,460 tons 23-A by belt scale in pile for Road Commission to pick up at their convenience – at the Rustic Road Pit = \$59,680.00

It was moved by Bidstrup, seconded by Sumner to award the bid for gravel in Springvale Township to H&D/Rieth Riley, as the low bidder.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

d. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with West Traverse Township for the sealcoat and fogseal of Hughston Road, from Middle Road then south 1.15 miles.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

e. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with West Traverse Township for the fogseal of Cemetery Road and Lightfoot Road.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

f. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with APM, LLC for crack sealing.

NEW BUSINESS, (Vote on Motion) Continued:

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

PUBLIC COMMENT: Bill Dohm asked about the Hathaway Road Project, which is still pending approvals from the Bureau of Indian Affairs. Dennis Keiser inquired about the Lears Road Project, which is also pending by the BIA. Mr. Gutowski mentioned that the Odawa Indian Tribe will maintain their section of Lears Road and the Road Commission will maintain the public section of the road.

NEW BUSINESS, Continued:

- g. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with Wawatam Township for the Straitsview Drive asphalt paving project.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

- h. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with Pleasantview Township for the reconstruction of Snowmass Trail, Vail Trail, Aspen Way, Kandahar Lane, and a portion of Four Season's Drive.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

- i. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with Maple River Township for placing an asphalt wedge and cap on Valley Road, from Edds Road then north for 1.08 miles.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

- j. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with Maple River Township for the hot-mix asphalt paving of Ringler Road, from U.S. 31 to Red School Road for 1.03 miles.

Ayes: Bidstrup, Sumner, Zulski
Nays: None
Motion carried

- k. It was moved by Sumner, seconded by Bidstrup to authorize the Chairman to sign the contract with Drenth Brothers for the supply of 29-A natural stone.

NEW BUSINESS, (Vote of Motion) Continued:

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

It was moved by Sumner, seconded by Bidstrup to recess the regular meeting and move into the public hearing on the asphalt paving of several roads in Little Traverse Township at 8:29 a.m.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

PUBLIC HEARING:

- a. A public hearing was held on the asphalt paving of Horseshoe Drive (from Woodview Drive to Mink Road for 0.36 miles), Liegl Drive (from N. Conway Road then east for 0.44 miles), Liegl Court (from Liegl Drive then north for 0.43 miles), Catob Road (from Emmet Heights to Manitou Trail for 0.27 miles), Manitou Trail (from Catob Road then west for 0.38 miles), Winfield Drive (from Pleasantview Road to Arcadia Drive for 0.18 miles), Arcadia Drive (from Winfield Drive to Linden Drive for 0.24 miles), and Linden Drive (from Arcadia Drive to Winfield Drive for 0.29 miles) in Little Traverse Township. Proposed improvements include asphalt wedge, asphalt cap, gravel shoulders, topsoil, seed, mulch, and concrete curb at two intersections. The public hearing was announced and advertised in the Northern Michigan Review.

One written comment was received from Mark Hilal of N. Chaplain Services, who was in favor of the improvements but questioned the location. Mr. Hilal was present and asked whether the height and width would remain the same. Mr. Shank indicated that there would be a 2" overlay so the width would be the same but it would be 2" higher. He asked whether the driveways would be blended, which was affirmed and explained. He also asked if there would be gravel shoulders, which was confirmed. He then questioned the storm water runoff next to his property, which Mr. Gutowski will look at to see what can be done. Mr. Hilal asked for clarification on curbing, which was explained, noting that no curbs would be installed on Winfield Drive or Arcadia Drive. He asked about the remaining schedule since the work will begin at the intersections, and was advised that paving would be done in 1-2 weeks. Mr. Hilal indicated that he would like to remove some trees on Winfield Drive and Arcadia Drive that are outside of the road right-of-way, but questioned the timing of removal. Mr. Gutowski felt that staff should confirm that they are outside of the 66' right-of-way first. Mr. Hilal stated that new signing is needed in the area, and was informed that it would be up to the township to decide whether it should be replaced. Mr. Gutowski stated that the Road Commission would replace the stop signs with higher intensity signs that are now required.

Ray Kolinske, Jr. of 2520 Liegl Drive asked about the plans for improvement. He stated that the edge of the pavement near his residence is broken up, and he referred to a water retention problem that creates a pond which the impact of traffic forces into his driveway and washes out. He indicated that it is getting worse and comes close to his front door in the spring. Mr. Gutowski explained that the purpose of repaving is to create a crown to roll the water off and to raise the road 2-2 1/2". He suggested that Mr. Kolinske contact the Road Commission if the situation does not improve after the work is completed.

PUBLIC HEARING, Continued:

Mr. Kolinske felt that the improvements were needed and asked about the time frame. He was informed that it would be within the next two weeks. The Chairman asked three times if there were any other comments, and no other comments were received.

With no further comments, it was moved by Sumner, seconded by Bidstrup to close the public hearing and return to regular session at 8:44 a.m.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

NEW BUSINESS, Continued:

1. Ms. Fouch presented the 2007 Act 51 Report, and reviewed revenue sources and expenditures for the year. State and federal funds received were noted, as well as projects where the money was applied. It was also noted that a significant amount of revenues were contributed by the townships for road improvements, and revenues were received from other sources including Emmet County for the sign upgrade mandated by the state, the Conservation Resource Alliance for improvements on the Robinson Road Bridge, and the Odawa Indian Tribe for traffic counters. Expenditures and infrastructure improvements that were booked were also reviewed, with heavy maintenance and routine maintenance expenses considerably higher than the prior year. There was an excess of revenues over expenditures in the overall fund balance, which was an improvement over 2006, however there was a deficit in the Local Road Fund causing the need for a transfer from the Primary Road Fund. It was moved by Bidstrup, seconded by Sumner to approve the transfer of funds from the Primary Road Fund to the Local Road Fund in the amount of \$435,718.24 to cover the deficit, and to approve the 2007 Act 51 Report as presented.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

ENGINEER-MANAGER'S REPORT: The question was raised about allowing the weighmasters to be armed for safety reasons, however it was found that the Insurance Pool is opposed to the idea. Elisa Seltzer has indicated that she would like to put a recycling bin at Robinson Road and Pleasantview Road, but it was felt that a better alternative should be considered. A request was received from the Church of Nazarene to adopt the section of Powers Road, from U.S. 31 to N. Conway Road, for litter pick-up. There is currently no county adopt-a-road program, however Mr. Gutowski will check with the insurance carrier and see if other counties are offering such a program. The West Traverse Township water project plans were reviewed. Intertown Road will be prepared this week for the Federal-aid project. Wedging will start on May 5th if weather permits. Contracts were received from Bear Creek Township for pavement preservation projects. It was moved by Bidstrup, seconded by Sumner to authorize the Chairman to sign the contracts with Bear Creek Township for the pavement preservation projects.

Ayes: Bidstrup, Sumner, Zulski

Nays: None

Motion carried

ENGINEER-MANAGER'S REPORT, Continued: Upcoming meetings include the 37th Road Commissions Meeting on May 6th, the Revenue Sharing Board Meeting on the funding request for the generator and snowmobile crossing on May 7th, an MDOT budget meeting and ride-around on May 8th, a County Board Meeting regarding road funding and the sign upgrade on May 13th, and a Local Transportation Meeting on May 14th. Mr. Gutowski prepared a power point presentation on the funding crisis for the County Board, which he displayed. Other items mentioned included the paving bids to be reviewed at the next meeting, and the retirement of Duke Domke from the DEQ.

CLERK'S REPORT: The 2007 audit was performed and the report will be presented on May 16th.

COMMISSIONERS' REPORTS: Mr. Sumner will not be able to attend the next meeting. Mr. Zulski asked what was determined on storage fees for vehicles impounded during weight restrictions, and a survey found that no road commissions charge for storage. Mr. Zulski suggested that the matter be discussed with the Sheriff's Department. Mr. Zulski then suggested that a letter be drafted to the DNR on timber sales since damage was done to Hopper Road. Mr. Shank will check on relief for road repair.

ADJOURNMENT: There being no further business, the Chairman adjourned the meeting at 9:45 a.m.

Clerk of the Board – Judy Fouch

Date