

January 4, 2022

The organizational meeting of the Board of County Road Commissioners of Leelanau County was called to order by Secretary to the Board Susan Boyd at 1:00 pm on Tuesday, January 4, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Members Garth Greenan, Jim Calhoun, Robert Joyce, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell and Finance Manager Susan Boyd. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Mikowski requested the addition of discussions of meeting times, road conditions and timing of plowing to be added under New Business. Approved with inclusion.

Boyd called for nominations for Chairman.

Motion by Mikowski, supported by Greenan to nominate Robert Joyce for Chairman of the Board of the Leelanau County Road Commission for the ensuing year.

Motion by Popa, supported by Calhoun to nominate Garth Greenan for Chairman of the Board of the Leelanau County Road Commission for the ensuing year.

No other nominations. Nominations were hereby closed.

Roll call vote: Greenan: Popa, Greenan and Calhoun. Joyce: Joyce and Mikowski.

Boyd then turned over the meeting to Greenan.

Vice-chairman:

Motion by Mikowski, supported by Joyce to nominate Robert Joyce for Vice-chairman of the Board of the Leelanau County Road Commission for the ensuing year.

No other nominations. Nominations were hereby closed.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

Staff Appointments:

Motion by Mikowski, supported by Joyce to appoint Brendan Mullane as Manager of the Leelanau County Road Commission for the ensuing year.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby supported.

Motion by Calhoun, supported by Joyce to appoint Susan Boyd as Secretary to the Board of the Leelanau County Road Commission for the ensuing year.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby supported.

2022 Meeting Schedule:

Staff provided a proposed meeting schedule showing meetings scheduled for the first and third Tuesdays of each month with a 1:00 pm start time unless otherwise noted.

Discussion: The meeting date of November 15th was changed to November 22nd.

Motion by Joyce, supported by Popa to accept the meeting schedule as modified.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby supported.

Discussion of meeting times requested by Mikowski was then addressed. Mikowski stated that scheduling board meetings to start at 8:00 am or at 5:00 or 6:00 pm would be less of an interruption to his work schedule. After further discussion, it was decided to table a decision and revisit after the winter months.

Board Rules:

Greenan addressed the change in the Open Meetings Act that was effective January 1st. Board members are required to attend in person unless unable to do so due to military service. Members can participate remotely but will not be considered as the quorum or allowed to vote. Mullane will follow up and better define. No changes to be made at this point.

Greenan then closed the organizational meeting.

Minutes from the December 21, 2021 regular meeting – approved as presented.

Public Comments: Tom Buehler and Jeff Heitzman from Omena discussed the condition of Fire Lane #6 and requested that this project be considered separately from any other projects. They are working with the township on a possible future cost sharing project. Mullane said that it had been under review and would be included in the bid request to Elmers. Popa mentioned that projects were already budgeted for this year so this may or may not be included.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Brown is meeting with the company that did crumb rubber applications in Wexford and Antrim last year. The process is more expensive than chip sealing but can be partially covered by grant funds. The application company will be applying for more grant funds soon and will need to have project commitments from counties. The design for the Crystal River bridge replacement project has been completed and the process of applying for funding is next. The project map has been updated and Brown will present at the next meeting.

Trudell: Fleet is holding up well. Both new trucks are now in service. Truck & Trailer will renovate 2 of the used Duz Mores for use on the 2022 trucks thereby cutting the budgeted cost but with changes to emissions systems possibly requiring a change to Cummins engines, increasing engine size and accounting for the new surcharge on trucks, this will probably net against the savings. Joyce suggested possibly taking a year off from ordering new models and would like to have a discussion regarding purchasing options added to a future agenda.

Old Business: None.

New Business:

1. Authorize Chair to sign land agreement with GTBIA at MCRCSIP recommendation.

Mullane explained that this agreement is giving authorization for the land to be used for the project and this is necessary for the submission of grant applications. Greenan further explained that this is only allowing use of the area within road commission easement.

Motion by Joyce, supported by Mikowski to authorize Greenan to sign land agreement with GTBIA on behalf of the Leelanau County Road Commission

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby adopted.

2. Discussion of road conditions and timing of plowing.

Mikowski has had several calls regarding the timing and consistency of plowing. Trudell stated that they are aware of the issues but have new employees who have not yet been fully trained due to short staffing necessitating Dave Priest to be out on plow routes. Training will be completed as soon as possible. Earlier start times and scheduling problems in anticipation of weather were discussed. Mullane appreciates the input and agrees that there is always room for improvement. Joyce would like to see a strategic plan for plowing. Trudell suggested soliciting input from the longer term employees. Mikowski also asked about the recycling site. Mullane said that it is up to the county for approval and if approved, the necessary site improvements will delay any opening until spring. Popa mentioned that the recycling board only meets once a month and there are a lot of decisions so it will be May at least.

Public Comment: None.

Commissioner Comments:

Popa thanked Mullane and Boyd, and requested that the use of single axle trucks for plowing smaller areas be placed on a future agenda for discussion.

Joyce thanked Trudell for information presented.

Calhoun thanked Trudell for doing a good job responding to questions, and supports the idea of using single axle trucks.


Mikowski hoped that his input was taken as room for improvement rather than criticism.

Greenan asked about using liquid chloride on roads. Trudell responded that calcium chloride is very corrosive and we are short staffed for maintenance as it is. He is considering use of the frac tank for small amounts.

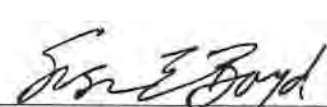
With no more business to conduct, Greenan adjourned the meeting at 2:28 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

January 18, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, January 18, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Robert Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guest was in attendance. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the January 4, 2022 organizational and regular meeting – approved as presented.

Public Comments: Bill Perkins with the Leelanau County Solid Waste Council is glad that the recycling site agreement is moving forward and again requested signage for the recycling site located at Glen Lake School. That site is underutilized and increased awareness of this site may redirect users from the Cedar drop off site.

Communication Items: Greenan presented a letter from MDOT noting the March 31, 2022 deadline for submission of the Act 51 report. Mullane, in response to Mr. Perkins' request, said that signage funded by the solid waste council will be put up for the Glen Lake site once weather conditions permit. Calhoun verified that there is currently a recycling site at the Leelanau County Government Center.

Appointments: None.

Staff Reports:

Mullane: Pending approval of the recycling site agreement, site improvements are the next step. LCRC will host the Paul Bunyan County SAM meeting at the government center this Thursday. The Centerville SAD for the Chalets project passed the first public hearing and will now move on to a second hearing to approve the cost. Thank you and congratulations to Randy Herman who retired last week.

Brown: RTF funding was increased by about \$110,000 and a meeting has been scheduled to discuss the distribution of this funding. Design for the Crystal River culvert replacement project will be completed by Gosling Czubak by the end of January. Meetings for scheduling, construction, and funding will follow. Use of crumb rubber instead of sealcoat was discussed. Due to higher costs, grant deadlines, and lack of historical data on local use, any decisions on use of this product will occur in future years. There are two speed study requests that will be conducted in better weather conditions.

Trudell: Winter equipment maintenance is up to date. Still short one mechanic in Maple City due to injury. Replacement for shop furnace has yet to arrive. New parts cabinets are scheduled for delivery. Delivery of the mower tractor is still on schedule. Bids were received for a force feed loader and a quad axle rock tub.

Old Business: None.

New Business:

1. Review of bids received for rock tub and purchase recommendation.

Trudell reviewed bids received from Scientific Brake and Royal Truck & Trailer for a quad axle rock tub. He addressed questions regarding use, necessity, and design. This is a replacement for the old rock tub that was sold due to inadequacy. Recommendation for purchase from Scientific Brake was made.

Motion to authorize the purchase of a 2022 Quad Axle Rock Tub from Scientific Brake not to exceed the amount of \$83,143.95 as determined to be in the best interest of the Leelanau County Road Commission.
Motion by Popa, supported by Calhoun.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

2. Review of bids received for force feed loader and purchase recommendation.

Trudell reviewed bids received from Michigan Cat and Alta Equipment for a force feed loader. The loader will increase operational efficiency and safety when taking down the edges along roads. The conveyor feeds directly into a truck without blocking traffic and will be significantly faster than the current procedure. Mullane explained that crews barely kept ahead of pavers this year and use of this loader will speed up the process and require fewer employees. Better maintenance of shoulders should also prevent some drainage issues. Recommendation for purchase from Alta Equipment was made.

Motion to authorize the purchase of a 2022 Force Feed Loader from Alta Equipment not to exceed the amount of \$252,760 as determined to be in the best interest of the Leelanau County Road Commission.
Motion by Popa, supported by Mikowski.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

3. Discussion of Performance Resolution for Municipalities and authorization for Manager to sign.

Mullane explained that this document will eliminate the MDOT requirement for bonds for projects.

Motion to authorize the Manager to sign the Performance Resolution for Municipalities on behalf of the Leelanau County Road Commission.
Motion by Popa, supported by Mikowski.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. Motion is hereby approved.

4. CRA Board of Directors Ballot – Northern Michigan Association of Road Commissions.

Motion to cast vote for Mark Christensen of Montcalm County to serve a three year term on Northern Michigan Association of Road Commissions.
Motion by Popa, supported by Mikowski.

Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby adopted.

5. Cost of living increase to staff of 6% (excluding manager).

Mullane explained that the request is not a match for the increase approved in the union contract but is in line with cost of living increases and inflation. Increases in previous years have matched the contract but this is consistent with other counties. Mikowski asked about administrative staff and percentage of payroll costs. Mullane responded that staff accounts for 21.8% of employees and 27% of payroll costs. Increase will take effect with current pay period.

Motion to increase administrative staff, with the exclusion of the manager, pay rates by 6% effective with the current pay period.

Motion by Popa, supported by Calhoun.

Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Popa mentioned the CRA Highway Conference scheduled for March 8-10, 2022.

Joyce requested that Superintendent Priest attend board meetings.

Mikowski complained about inconsistent application of sand, untimely response to weather conditions, and asked if complaints were being passed on.

With no more business to conduct, Greenan adjourned the meeting at 2:04 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, February 15, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Robert Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to include discussion of commissioner attendance at township meeting as Item #2 under New Business.

Minutes from the January 18, 2022 regular meeting – approved as presented.

Public Comments: None.

Communication Items: Greenan acknowledged receipt of the Letter of Engagement for the annual audit received from Rehmann.

Appointments: None.

Staff Reports:

Mullane: Agreement for the recycling site has been signed. Paving of this area will be included in the bid request and cost passed through to the county. There will be a lot of work involved in preparing the site for use. Scheduling and choice of material application for plowing was presented in the context of weather conditions, including temperatures, volume of snow, and winds. Greenan asked about the use of sand in very cold temperatures. Mullane and Trudell responded that salt was more effective because it helps break up snow and ice.

Brown: Information for the 2021 Act 51 Annual Mileage Certification report is being entered into the MDOT database and should be ready for approval at the next meeting. Bid packages for HMA and materials should be out by the end of next week. Gosling Czubak has completed the final documents for the CR 675 Crystal River Bridges project and there is partial confirmed funding from BIA. Topics covered at the 2022 County Engineers Workshop held last week in Bellaire were briefly reviewed. Popa commended Brown for organizing the HMA bid documents and also mentioned that the road commission needs to be prepared to deal with additional work requests that will be coming with the planned broadband expansion. Mullane noted that basic guidelines for this type of work is already in place because of a previous Charter Communications project. Greenan asked if there was any pricing information available from HMA bids received by other counties. Brown does not know of any returned bids at this point.

Trudell: There are continued delays on delivery of some parts as well as the shop furnace. Johnson Controls is trying to fix issues with the fire alarm control panel. It continues to send false alarms possibly due to faulty sensors or cold weather issues. Trucks are holding up well with only one at GT Diesel for repairs. Due to significant price increases projected for trucks, a cost of \$300,000 for a truck could be expected for the next ordering cycle. New rock tub has been delivered and delivery of the new mower is still on schedule.

Boyd: Presented comparative graph of MTF receipts and noted additional distribution of funds in the December payment. Annual audit will take place next week.

Old Business: None.

New Business:

1. Discussion and approval of proposal from Truck & Trailer Specialties for refurbish and installation of county owned Duz-Mors (2 units).

Trudell explained that refurbishing these units will save approximately \$40,000 per new truck. Greenan asked about the life expectancy of the refurbished units in comparison to new. Trudell responded that as long as they are maintained the life should be the same as a new unit.

Motion to authorize the proposal to refurbish and install two (2) county owned Duz-Mors by Truck & Trailer Specialties not to exceed the amount of \$221,674.00 as determined to be in the best interest of the Leelanau County Road Commission.

Motion by Joyce, supported by Mikowski.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

2. Discussion of commissioner attendance at township meetings.

Mullane would like to attend a meeting for each township and present his operational report and year end activity numbers with a commissioner present at each. Popa requested that a list of meetings be presented at the next meeting and then could decide who would attend. Greenan stated that it is important to keep lines of communication open and also suggested that townships be made more aware of options, such as SAD's and the use of ARPA funds for road improvements. Popa said that previously lists of local roads needing improvements had been presented to townships as suggestions. Greenan noted that it is more cost effective to chip seal and overlay local streets than it is to completely replace.

Public comments: Boyd stated that she travels through four counties on the commute and invariably Leelanau County roads are in very good condition in comparison.

Commissioner comments:

Calhoun said that based on input from citizens the crews have been doing a good job. Joyce thanked Trudell for continued improvements and finding savings such as refurbishing the Duz-Mors. Popa mentioned attendance at the upcoming CRA Highway Conference & Road Show. Greenan requested that Mullane pass on to the staff that they are doing a great job and it is much appreciated.

With no more business to conduct, Greenan adjourned the meeting at 1:47 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

March 1, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, March 1, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Members Jim Calhoun and John Popa. Members Robert Joyce and Greg Mikowski were excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guest was present. Public invited to attend via GoToMeetings link.

Agenda: Amended to include authorization of Chair to sign 2021 Act 51 Certification Maps as Item #3 under New Business.

Minutes from the February 15, 2022 regular meeting – approved as presented.

Public Comments: Tom Buehler of Ormena Point Road was in attendance to receive status update for Fire Lane #6, and to thank crews for doing such a great job in Ormena.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Attended Paul Bunyan Council meeting and was nominated as alternate to Negotiating Committee for CRA. Fire Lane #6 was not included on the 2022 bid sheet but a separate quote will be requested after award of bid so as not to skew the rest of the bids. Unauthorized signage was removed from Reynolds Street and Leland Township will be notified. MCRCSIP is drafting recommendations for dealing with unauthorized signage/objects in right of way. Meetings attended were reviewed. Popa suggested writing a letter of support to the National Park Service for the culvert project on the Sleeping Bear Heritage Trail. Greenan mentioned that other groups may want to submit letters of support as well.

Brown: 2021 Act 51 Certification Maps are complete and ready for signature. There were no additions or deletions for 2021. Bid packages for 2022 have been posted on the website. Meetings to discuss schedule and staging for a possible fall start of the Crystal River Culvert & Bridge replacement project will be held monthly. Asset Management Plan is in progress. Environmental investigation at MC Short Stop in Maple City detected ground water contamination which has migrated under CR 667. Subsequent study will be done to determine remediation process. MDOT has signage with flashing lights for the intersection at M-72 and CR 667 and it will be installed when weather allows. Greenan noted that the new lights at the intersection of Cedar Run and M-72 were still flashing. Lights will be operative as of next week. Popa asked for approximate cost of 2022 HMA projects. Brown responded that bids should be around a million. Mullane and Popa both commended Brown on the clear and concise presentation of bid specifications. Greenan concurred.

Trudell: Equipment is holding up well. New shop furnace has yet to show up. Building repairs previously recommended by our insurance company are being quoted for spring completion. Due to upcoming changes, he suggested consideration of purchasing two loaders in lieu of new trucks next year. It is important to keep a balance in the timing of equipment replacement requirements and budgeted capital. Organization of parts inventory is progressing.

Boyd: MDOT issued updated MTF projections showing an increase of \$265,000.

Old Business:

1. Discussion of commissioner attendance at township meetings.

Mullane reiterated the plan to attend and present at upcoming township meetings but suggested delaying this discussion until all commissioners are present. Popa requested a list of meetings for review and suggested that village meetings be included as well. Mullane mentioned that he also did a presentation at Rotary last year. Greenan noted that other community organizations may be interested.

New Business:

1. Review and approval of County road millage ballot language for 2022 primary election.

Motion to approve the County road millage ballot language as presented for inclusion in the August 2, 2022 primary election. The proposal reads as follows:

***Roads and Highways Maintenance and
Repair Millage Renewal Proposal***

For the sole purpose of funding general operating expenses to be incurred in maintenance and repair of roads and highways within the County of Leelanau, at the same millage level previously approved by the voters in 2020 and every two years since 1986, shall the previously voted increase on the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Leelanau, Michigan, be renewed at 0.4970 of one (1) mill, and shall the previously authorized reduced millage of 0.0030 of one (1) mill be restored, for a return on the previously voted total limitation increase of up to 0.5000 of one (1) mill (\$0.5000 per \$1,000 of taxable value) for a period of two (2) years (2022-2023) inclusive?

If approved and levied in full, this millage will raise an estimated \$1,561,118 for road and highway maintenance and repair general operating expenses in the first calendar year of the levy based on taxable value. In accordance with State law, the millage will be disbursed to the Leelanau County Road Commission, the City of Traverse City and the Villages of Empire, Northport, and Suttons Bay; and as required by State law, a small portion of the millage may be captured by the Leelanau County Brownfield Authority.

Motion by Popa, supported by Calhoun.

Popa stated that the road commission is very fortunate to have this millage and that it makes plowing during nights and weekends possible. Mullane mentioned that lower winter maintenance costs last year allowed for additional road projects in 2021. Popa requested that informational ads be run prior to the election.

Roll call vote: Ayes: Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Review and approval of Resolution 2022-2 Highway Easement-Watkoski Road.

Mullane explained that this request was initiated by surveyor in an effort to clarify the right of way rather than base it on the center line. It is a descriptive easement with no changes. Popa commented that he was not opposing the easement request but does not recall any prior easement requests being handled as a resolution.

Motion to approve Resolution 2022-2 Highway Easement-Watkoski Road as presented.
Motion by Popa, supported by Calhoun.

Roll call vote: Ayes: Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

3. Authorization of Chair to sign 2021 Act 51 Certification Maps.

Motion to authorize Chair Greenan to sign the 2021 Act 51 Certification Maps.
Motion by Calhoun, supported by Popa.

Ayes: All. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Calhoun said that the decision to leave snow on the road prior to dealing with the recent ice storm worked out very well and was a wise decision. Grand Traverse County plowed prior and roads were very slippery. Rocks in the right of way on N. Shore Drive are narrowing access and this needs to be evaluated and resolved. Popa agreed that Dave Priest and Mike Mack made smart decisions and did a great job handling the ice storm. Greenan concurred and mentioned that there are no hard and fast rules for road treatment. He also said that the road commission needs to be proactive in dealing with the extensive upcoming fiber installation.

With no more business to conduct, Greenan adjourned the meeting at 1:58 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

March 15, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, March 15, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Members Jim Calhoun, Robert Joyce, Greg Mikowski and John Popa. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Amended to include discussion of CRA conference as Item #3 under New Business.

Minutes from the March 1, 2022 regular meeting – approved as presented.

Public Comments: Jeff Heitzman of Omena Point Road was in attendance to compliment crews on a great job of plowing and to express satisfaction with the progress on the proposed repairs to Fire Lane #6. He also mentioned that sections of Omena Point Road were in poor condition.

Communication Items:

1. Email received from Anthony Forton regarding water runoff and washout issues on CR 669.

Appointments: None.

Staff Reports:

Mullane: Attended CRA Highway Conference and Road Show last week. Unauthorized signs placed in the right of way in Leland were removed. MCRCSIP will issue recommendations for dealing with unpermitted signs. Staff will move to four 10 hour days starting April 18th.

Brown: 2021 Act 51 Certification Maps were signed and submitted. HMA Paving bids were opened on Friday, March 11th. All three bids received were very competitive and very close to projected. Price per ton increased by 13% over last year. Other bid openings are scheduled for March 16th, March 17th, March 23rd and March 25th. The CR 675/Crystal River Culvert and Bridges project will possibly start this fall. Focus will be on the Asset Management Plan after bidding is complete.

Trudell: More equipment will be listed for sale after the ground has cleared and there is better access for viewing. Minor repairs to buildings that were recommended by the insurance company are in process. Repairs to the damaged sign shop building are also being made. Maple City is back up to two mechanics on staff. Some of the snow removal equipment is being removed as trucks come in for repairs. Fencing quote for recycling area will be done as soon as snow is gone. Two new replacement pickups are on schedule for April delivery.

Old Business:

1. Discussion of commissioner attendance at township meetings.

Popa mentioned that last year's presentations to townships went well and were much appreciated.

Motion by Popa, supported by Mikowski to approve attendance at township meetings and authorize reimbursement of associated expenses.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Bingham, Elmwood and Solon Township meetings will be attended by Popa.

Centerville and Cleveland Township meetings will be attended by Mikowski.

Empire and Glen Arbor Township meetings will be attended by Greenan.

Kasson and Leelanau Township meetings will be attended by Calhoun.

Leland and Suttons Bay Township meetings will be attended by Joyce.

Mullane will also attend and presentation will include a summary of township services provided and an informational PowerPoint presentation of operations.

New Business:

1. Approval of Resolution 2022-03 authorizing Garth Greenan to sign amendment to County State Trunkline Maintenance Agreement.

Original contract was missing Appendix G and the resigning addresses the inclusion of this Appendix.

Motion by Joyce, supported by Popa to authorize Greenan to sign Amendment to the County State Trunkline Maintenance Agreement.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Discussion and acceptance of 2022 HMA bids.

Brown reviewed the results of the bids. Fourteen projects were bid individually but awarded as a total. All came in within 2% of projected. Popa questioned the method of bid request presentation stating that previously projects were bid and awarded individually. Steve Endres from Elmers explained that the breakdown allows pricing by location to vary instead of one price applied to all projects regardless of proximity. Joyce stated that presenting bids this way was fiscally responsible. Greenan pointed out that having bids assigned to individual projects makes it easier to adjust if a project needed to be dropped. Mullane said that it is much more efficient to coordinate one contractor than multiple contractors over individual projects. All were very complimentary of Brown's bid package and accuracy.

Motion by Calhoun, supported by Joyce to accept the 2022 HMA bid from Elmers as presented.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

3. Discussion of CRA Conference and Road Show.

Commissioners and staff discussed possible considerations of products and equipment that were presented at the Road Show. Topics included a new tracking vehicle tracking system, a trade school for CDL training, new model Western Star and International trucks, a brush cutter, Bioseal for roads and a culvert coating system. Popa reviewed sessions that he attended highlighting the importance that commissioners always support staff and refrain from public criticisms, and the importance of fast and effective communication with the public particularly in emergency situations. Greenan discussed the growing impact of electric vehicle use and replacement funding options being considered by CRA.

Public comments: Steve Endres from Elmers extended thanks to the Board for accepting their bid and reiterated that Brown did an excellent job on the bid package in comparison to other counties. He also mentioned that asphalt costs had increased 20% in the last month.

Commissioner comments:

Calhoun commended staff for the quick and efficient response to the downed power line issue in Omena Monday evening. M-22 was shut down for several hours during which crews maintained side roads in order to keep them passable for the duration. It was a fast response by all parties involved and everyone worked well together. Joyce thanked Elmers for submitting a good bid and Brown for a great job on the bid package. Greenan also thanked Brown.

With no more business to conduct, Greenan adjourned the meeting at 2:09 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAU COUNTY

By Garth Grechan
Garth Grechan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

April 5, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, April 5, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Members Jim Calhoun, Robert Joyce, Greg Mikowski and John Popa. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to include authorization of commissioner(s) to attend Leelanau County Emergency Management Meeting as Item #7 under New Business.

Minutes from the March 15, 2022 regular meeting - approved as presented.

Public Comments: Tom Wellman, 14240 N. Forest Beach Drive, requested an update on estimate and status of repair/paving of roads in Cherry Homes subdivision. This will be addressed in the manager's report.

Communication Items: None.

Appointments: Aaron Ormanian's presentation on the Lee Point Road culvert was tabled until the next meeting due to the unavailability of Mr. Ormanian.

Staff Reports:

Mullane: Preliminary estimate for upgrading the roads in Cherry Homes subdivision was \$2.5 million, which significantly exceeds the annual budget for township projects. If this project were to be considered, there would have to be substantial participation on the part of the township and/or residents. Another factor to be considered is the possibility of the installation of additional utilities. Mr. Wellman asked if the project could be done in stages and also asked if interim repairs to undercuts would be feasible. Staff will evaluate this possibility. Greenan stated that township participation will be required and that the percentage of contribution is not limited. Mr. Wellman asked about the timing of a request and Mullane responded that a request would have to be submitted by August or September to be considered for the next year's budget. Popa suggested issuing a letter outlining what can be done, funding options, and any other factors, such as utility installation, that would affect the project. The 5 year MDOT maintenance contract was signed and submitted. MCRCSIP insurance coverage was renewed with no changes. Supervisors are tentatively scheduled to go to Manitou Island next week to evaluate and plan for work to be done in May.

Brown: Centerville Township has held the budget establishment meeting for the Chalet's SAD paving project and will have a final meeting to formally establish the SAD. Permit approval was received for the Lee Point Road culvert and a culvert will be ordered. Material bids have been received and only two remain open: dust control and fuel delivery. Act 51 report has been completed and submitted. Popa asked if an assistant would be hired and Brown responded that a student intern was being considered.

Trudell: Items no longer in use will be sold on Govdeals. Building repairs recommended by the insurance company are in process, and repairs to fix roof leaks have been scheduled. Sign shop building has been repaired and documentation submitted to insurance for reimbursement. Popa requested further explanation for the vehicles/equipment listed for disposal.

Old Business: At 1:32 p.m., Mullane requested that the Board go into closed session for the purpose of discussing the proposed tier system for union employees.

Motion by Joyce, supported by Mikowski to move to closed session. All ayes. Motion is hereby approved.

The Board returned from closed session at 2:00 pm and Greenan reconvened the regular meeting.

Greenan authorized Mullane to proceed with the option of implementing the tier pay system and to keep the board updated.

New Business:

1. Approval of bid received from PK Contracting for 2022 pavement marking.

Motion by Joyce, supported by Popa to accept the 2022 bid from PK Contracting for pavement marking as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Approval of bid received from Team Elmers for 2022 chip seal slag aggregate.

Motion by Joyce, supported by Mikowski to accept the 2022 chip seal slag aggregate bid from Team Elmers as determined to be in the best interest of the Leelanau County Road Commission.

Popa clarified that 25A slag was to be used. Brown confirmed and explained that there is a stockpile of slag but this purchase ensures that there will be enough to finish all planned projects.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

3. Approval of bid received from Michigan Paving for 2022 emulsion.

Motion by Popa, supported by Joyce to accept the 2022 bid from Michigan Paving for emulsion as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

4. Approval of bid received from Farnher Asphalt for 2022 crack sealing.

Mullane explained that this had not been contracted out before but having crack sealing done in house is not very efficient and it is estimated that this company will be a third of the internal cost.

Motion by Joyce, supported by Popa to accept the 2022 bid from Farnher Asphalt for crack sealing as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

5. Approval of bid received from Team Elmers for 2022 aggregate materials.

Popa initiated discussion of notification of bidders since only one bid was received. It was confirmed that bids are published and distributed by online and print services.

Motion by Joyce, supported by Calhoun to accept the 2022 bid from Team Elmers for aggregate materials as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

6. Discussion of road tractors currently leased through Paccar Financial.

Trudell explained that the lease program had been discontinued leaving the options of purchasing the two leased tractors or converting two backup plow trucks to road tractors as replacements. Conversion would cost approximately \$42,000 per truck. The leased trucks have low mileage and are driver favorites. New trucks would cost \$180,000-\$200,000 if they were even available. Mullane said that with supply chain issues there would be no guarantee that we could replace the tractors and that conversion of other vehicles wasn't necessarily the best option. The trucks that would be converted are 2014 backup state highway trucks with 70,000-80,000 miles. Trudell said that by converting these trucks, the Sterlings, which were scheduled for replacement, would have to be kept longer regardless of the higher maintenance costs and difficulty getting parts. Popa said the tractors are an expensive option just to pull trailers locally and supports converting the other trucks. Joyce responded that these trucks are designed to pull a lot of weight and in most cases retrofitting does not work that well. Calhoun pointed out that with the supply issues, we could get our money back on the new trucks for the next two years. Mullane said that the tractors hold value much longer because of limited use. Removing second tier plow trucks will leave no reserve. Greenan asked if we could capitalize on the price difference for delivery and pick up for aggregates by using these trucks. Trudell confirmed that the trucks could pull trains if need be.

Motion by Calhoun, supported by Mikowski to purchase the two leased Kenworth tractors as presented as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Calhoun, Joyce, Mikowski and Greenan. Nays: Popa. Motion is hereby approved.

7. Authorization for commissioner(s) to attend the Leelanau County Emergency Management meeting on April 14, 2022.

Mullane will attend and explained that participation qualifies the organization for FEMA funding. It is a three year cycle and the last disbursement covered the purchase of radios.

Motion by Popa, supported by Joyce to authorize commissioners to be paid per diem and travel for attendance at the Leelanau County Emergency Management meeting on April 14, 2022.

Calhoun mentioned that contact Kelly LaCross must be notified of attendance prior to the meeting.

Ayes: All. Nays: None. Motion is hereby approved.

Public comments: Eric Carlson of the Leelanau Enterprise noted that moving to closed session requires a roll call vote.

Commissioner comments:

Popa thanked staff for office improvements and said that it looks great, and thanks to Brown for the bid presentation and that it's good that the process is almost complete.

Calhoun thanked staff.

Joyce thanked Trudell for expediting and Brown for putting together the bids.

Mikowski thanked staff and asked Brown if he had had any discussion about the beaver issue on 633. They have gotten no response from the MDNR and there is a potential for flooding damage.

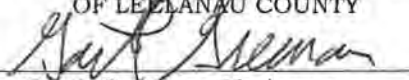
Joyce responded that a permit needed to be issued by the MDNR and a licensed trapper hired to remove the beavers.

Greenan declined comment since he couldn't top the beaver discussion.


With no more business to conduct, Greenan adjourned the meeting at 2:34 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

April 19, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Vice Chairman Bob Joyce 1:00 pm on Tuesday, April 19, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Vice Chairman Bob Joyce, Members Jim Calhoun, Greg Mikowski and John Popa. Excused: Garth Greenan. Also present: Manager Brendan Mullane, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guest was present. Public invited to attend via GoToMeetings link.

Agenda: Amended to include correspondence from Scott Jackson and Bill Wiesner under Communication Items.

Minutes from the April 5, 2022 regular meeting – approved as presented.

Minutes from the April 5, 2022 closed session meeting – approved as presented.

Public Comments: None.

Communication Items:

1. Email from Scott Jackson regarding neighborhood paving project.
2. Email from Bill Wiesner regarding concerns over use of voting machines.

Appointments: Aaron Ormanian, 3778 S. Lee Point Road, was present for discussion of culvert to be replaced on Lee Point Road. He expressed concerns over the alignment of the culvert on both sides of the road as presented in the original design. Mullane explained that the design had been modified to move placement of the culvert further to the west on the north side in order to better align with the creek and to result in less disruption to the physical landscape. The new design was resubmitted and approved by EGLE. No work outside of the right of way will be done by the road commission. Placement of the culvert on the south side of the road will remain the same as the original design since it is in alignment with the creek and relocating the culvert would change the flow of the water and this would not be approved by EGLE. Brown explained that the culvert will end short of the 33' right of way but the remaining section would be armored with riprap to the end of the right of way to allow the water to flow cleanly and will eliminate the need to redirect the flow into Mr. Ormanian's culvert as would have been required in the original design.

Staff Reports:

Mullane: Supervisors' trip to Manitou to evaluate condition of roads is tentatively planned for next week contingent upon the weather. The 2021 summary was presented at Kasson Township and the Township Supervisors meetings. Commissioners need to let Mullane know when they plan to attend their assigned township meetings. Crews have started clearing the area for the new recycling site and fencing quotes are being solicited. Calhoun noted that there may be cleanup issues when containers are emptied in windy conditions and that it should not be the responsibility of the road commission to pick up in the affected areas.

Brown: Construction on Carlson Road, a projected funded through BIA, is expected to start next week. Popa asked about the road commission's level of involvement in this project. Brown will monitor testing and performance of the project to ensure that it is within the standards of the road commission. Construction of Bugai Road is scheduled to start mid-May with planned completion by Memorial Day weekend. Seasonal road restrictions should be lifted by the end of the week.

Mullane: Six pieces of equipment are now listed for sale through GovDeals. One of the Pelican sweepers has been down for repairs. Calhoun asked about the timing for replacement of the Pelicans since they are both older. Mullane said that there have been a lot of repair issues with them lately.

Boyd: Presented preliminary financial summary for first quarter of 2022. Revenue and expenditures are within expected percentages for the time period and routine activity. Draft narrative for audit report was submitted today and report should be forthcoming.

Old Business: None.

New Business: None.

Public comments: None.

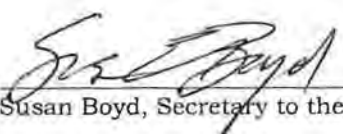
Commissioner comments:

Calhoun said that the presentation at Kasson Township went well and suggested that the request for driver applicants be included since the Kasson presentation resulted in an applicant. Great job everyone. Mikowski apologized for arriving late and wished everyone a Happy Spring-again. Joyce thanked everyone for the reports.

With no more business to conduct, Joyce adjourned the meeting at 1:48 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Robert Joyce, Vice Chairman

Attest: 
Susan Boyd, Secretary to the Board

May 3, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, May 3, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chairman Bob Joyce, Members Jim Calhoun, Greg Mikowski and John Popa. Also present: Manager Brendan Mullane, Engineer Craig Brown, Fleet Manager Tim Trudell and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to add discussion of Reynolds Street property owner's request for dredging spoils as Item 1 under Old Business and moving discussion of proposed tier system to Item 2.

Joyce requested a moment of silence for Bruce Price, an active member of the community, who passed away recently.

Minutes from the April 19, 2022 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Supervisors went to Manitou Island last week and have outlined work to be done there. It is tentatively scheduled for May but is contingent upon the repair of the National Park Service boat and staff availability. Greenan asked if a decision had been made about a section of road that has been under water. Mullane responded that another road would be recertified allowing that section to be bypassed until the water level is down. Leelanau County Commissioners approved the road commission millage request for inclusion on the August ballot.

Brown: Carlson Road construction started today and construction on Bugai Road is scheduled to begin on May 9th with projected completion by Memorial Day weekend. No schedule for paving projects yet. D&J Bowen Dust Control will provide services again this year with a small price increase, projected to result in about \$4,000 in additional costs for two applications. Request for extension of the contract is included under New Business. Joyce said that he had received a question regarding the layout of intersections on Christianson and Peterson Roads after upgrades were done last fall. Brown confirmed that intersections had been squared up to make intersections safer and require less asphalt.

Trudell: Two units have been sold on the auction site with 4 more to be sold. Building repairs and upgrades to the Maple City parts room are ongoing. A formal bid request will be issued for fencing at the recycling site. The two new pickups should be delivered soon. The search is on for used street sweepers to replace the existing units that have had high maintenance costs and increasingly frequent issues.

Boyd: Audit has been completed and a presentation by Rehmann has been requested for one of the upcoming board meetings.

Popa asked how short staffed in terms of drivers and also asked about the status of hiring a technical assistant for Brown. Mullane confirmed that he was working on finding a tech and stated that we need 6-7 additional drivers. Popa asked if there was a stipend program still in place for employees who bring another employee on. Mullane said the stipend is \$500 but the new employee has to remain employed here for a year.

Old Business:

1. Request to authorize staff to represent the board in matters involving the Reynolds Street agreement. Mullane explained that the property owners adjacent to the property previously owned by the Jankos had requested dredging spoils and according to the existing agreement, all parties had to be in agreement on such requests.

Motion by Popa, supported by Mikowski to authorize staff to represent the Leelanau County Road Commission Board of Commissioners in matters concerning the Reynolds Street agreement.

Discussion: Greenan said there should be no issue since this request does not involve the right of way. Susan Och, Leland Township Supervisor participating via remote, stated that the township and both property owners also have to agree and that the agreement has to be stated in writing. Mullane will provide a letter of authorization on behalf of the Leelanau County Board of Road Commissioners.

Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

2. Discussion of proposed tier pay system.

Motion by Joyce, supported by Mikowski to move to closed session for further discussion of the proposed tier pay system.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

The Board entered into closed session at 1:25 pm.

The Board exited the closed session and Greenan reconvened the regular session at 2:16 pm.

New Business:

1. Review and approval of bid received from Bayshore Oil & Propane to deliver bulk fuel.

Motion by Calhoun, supported by Joyce to accept the bid received from Bayshore Oil & Propane for delivery of bulk fuel.

Discussion: Joyce stated that Bayshore has excellent customer service and is a locally owned and operated business. Mullane said that they have always been great to work with.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Review and approval of bid received from Fortified Coatings for painting exterior of buildings.

Motion by Popa, supported by Calhoun to accept the bid received from Fortified Coatings for painting exterior of buildings.

Discussion: Joyce asked about the buildings that were painted last year. Mullane explained that the exterior painting was being done in phases and confirmed that this had been included in the current year's budget.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

3. Authorization for staff to renew negotiated contract with D&J Bowen Dust Control to provide services for current year.

Motion by Popa, supported by Joyce to authorize staff to renew negotiated contract with D&J Bowen Dust Control to provide services for current year.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Popa expressed concern over the lack of help and suggested that employees are made aware, notices should be put in local newspapers, and schools should be contacted about the tech opening.

Calhoun agreed with Popa.

Joyce also agreed but suggested an expanded coverage area for running ads. He appreciates that the board can productively discuss matters.

Mikowski agreed that the board has been working well together.

With no more business to conduct, Greenan adjourned the meeting at 2:22 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

June 7, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:10 pm on Tuesday, June 7, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chairman Bob Joyce, Members Jim Calhoun and John Popa. Member Greg Mikowski was excused. Also present: Manager Brendan Mullane, Engineer Craig Brown, Fleet Manager Tim Trudell and Finance Manager/Secretary to the Board Susan Boyd. Guests were in attendance. Public invited to attend via GoToMeetings link.

Agenda: Amended to add discussion of attendance at the MCRCSIP Annual Meeting was added as Item #6 under New Business.

Minutes from the May 3, 2022 regular meeting – approved as presented.
Minutes from the May 3, 2022 closed session – approved as presented.

Public Comments: Tom Buehler of Omena Point Road commented that estimated costs for improvements to Fire Lane 6 had increased from \$23,000 to \$75,000 due to the required widening. He is of the opinion that the fire lane is okay as is for now and that Omena Point Road is in worse condition and should be given precedence.

Mark Lutz, P.E., Lutz Consulting representing Leland Lodge, thanked the road commission for their work throughout the year and staff for being available to listen and answer questions.

Bill Perkins, Suttons Bay, has volunteered for the responsibility of monitoring the new recycling site that will be on road commission property. His shop is located across the street and he hopes that cameras will be installed on the site.

Stephanie Long, Leland Public Schools, verified that she was on the meeting agenda.

Communication Items: None.

Appointments: Steve Peacock of Rehmann presented a review of the 2021 audited financial statements. He explained the audit parameters and stated that Rehmann had issued an unqualified opinion, which is the highest level that can be issued. He reviewed the comprehensive and general fund financial statements, management discussion and analysis, budget variances, and the MERS benefit plan.

Staff Reports:

Mullane: Met with township supervisor to discuss Fire Lane 6 and a formal quote will be requested for widening the road. Work on South Manitou Island has been postponed due to lack of transportation to the island. Replacement of the culvert on Lee Point Road has been delayed because the gas main that is over the top of the culvert has to be lowered prior to any other work being done. Hilltop Road will be scheduled for paving but the remainder of the paving projects will be done in the fall to allow for chip sealing to be finished first. Please review the draft version of the millage advertisement to be run in the newspaper in June and July prior to the August election.

Brown: Construction on Carlson Road should be completed tomorrow. Final inspection meeting for the Bugai Road project was held on June 2nd with one washout area to be repaired by Elmer's. It is otherwise complete and in time for the contract end date of June 10th. Brining was scheduled to start this week but has been delayed by weather. Attended more training sessions for creating an asset management plan.

Trudell: Repairs on the Butler building are complete. Shop furnace is scheduled to arrive at the end of the week. Equipment is currently being set up for mowing. Recycling center site is ready for paving and fence installation pending approval. The new pickups are in and will be picked up this week along with the new trailer. New plow trucks are at Truck & Trailer.

Boyd: Requested input on draft version of millage advertisement. Noted that MERS benefit plan was funded at 102% as of the end of last year.

Old Business: None.

New Business:

1. Approval of Resolution 22-04 to request reimbursement of \$10,000.00 from MDOT for engineering costs incurred.

Motion by Joyce, supported by Calhoun to approve Resolution 22-04 requesting reimbursement of \$10,000.00 from MDOT for engineering costs incurred.

Ayes: Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Approval of cost share agreement between Leelanau County Road Commission and Centerville Township for work to be performed at The Chalets subdivision.

Motion by Calhoun, supported by Joyce to approve the cost share agreement between Leelanau County Road Commission and Centerville Township for work to be performed at The Chalets subdivision.

Discussion: Popa voiced an objection over three installment payments vs. the usual two payments. Mullane explained that this was done to accommodate an increase in costs and in the scope of the project over what had been initially planned.

Roll call vote: Ayes: Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

3. Approval of cost share agreement between Leelanau County Road Commission and Cleveland Township for work to be performed on Sugar Bay Lane.

Motion by Popa, supported by Joyce to approve the cost share agreement between Leelanau County Road Commission and Cleveland Township for work to be performed on Sugar Bay Lane.

Discussion: Mullane said this project was added more quickly because it did not involve implementing a SAD.

Roll call vote: Ayes: Popa, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby approved.

4. Approval of bid received from Perfect Fence Company for installation of fencing at recycling site.

Mullane noted that the cost of the fencing is higher than expected and only one sealed bid was received in response to the bid request. Joyce mentioned a previous discussion during which he confirmed that the county would be paying for the cost of fencing and cameras. Mullane confirmed that the county was handling the cost and installation of cameras at the site, and that all costs incurred by the road commission would be passed on to the county for reimbursement. Greenan asked if costs in excess of the original estimate could be passed on. Mullane said that acceptance of any bids would be contingent upon final approval by the county.

Motion by Popa, supporting by Joyce to accept the bid from Perfect Fence Company for installation of fencing at the recycling site contingent upon acceptance by Leelanau County.

Roll call vote: Ayes: Popa, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby approved.

5. Review of Leland Public School request regarding Church Street.

Mullane explained the current traffic pattern and said that the driveway permit request received from Leland Lodge had been approved contingent upon Church Street changing to a two way street. Long responded that in 2019 the road commission had approved that street as a two lane one way street. Mark Lutz stated that the Leland Lodge needs to expand the back parking lot and supports a two way street as they do not see an issue with this change. Calhoun said the diagrams are fine but suggested that the matter be reviewed on site with representation of both Leland Lodge and the school. Greenan has been on site and supports having two way traffic because it will eliminate the zipper effect of having two lanes of traffic merging into one. He does not see any detrimental effects from changing to two way traffic and believes it would be a safety issue to have traffic from the lodge routed through an easement on private property. Long responded that the back parking lot has been primarily used by lodge staff and there have been no incidents in twenty years. Greenan also noted that Church Street has never been marked as a one way street. Long said there were arrows marked on the road but Greenan responded that the arrows are not legal traffic control. He said that Uniform Traffic Control standards have been shown to be effective and safe and we need to be consistent with those standards. Greenan also stated that it is improper to have a one way road with no outlet. Joyce agreed that the proposed design would not impact safety per current standards. Mullane pointed out that traffic for school drop-offs would remain the same but additional striping and signage would make it safer because traffic would not be forced to exit through the school drop off area. Popa proposed no action be taken at this point but leave the decision with road commission staff. Greenan concurred. Mullane mentioned that the Zoning Board Authority has no jurisdiction over the road commission and that he endorsed the amendment issued by that board. No action was taken by commissioners.

6. Discussion of attendance at MCRCSIP Annual Meeting scheduled for July 20-21.

Calhoun requested authorization to attend the meeting.

Motion by Joyce, supported by Calhoun to authorize attendance by any road commissioner who so chooses.

Ayes: Popa, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby approved.

Public comments: Stephanie Long, Leland Public School, thanked commissioners for the conversation but noted that the township planning commission said traffic patterns issues are not their jurisdiction and she understands that the decision lies with the road commission staff. With three boards in disagreement over this issue, she asked what recourse the school has at this point. Greenan suggested the first step be verification of the status of Church Street and whether or not it is 100% vacated.

Mark Lutz, Lutz Consulting representing Leland Lodge, said that the PUD approved in 2013 allowed continued use in a residential area and was in place to allow for future growth.

Commissioner comments:

Popa suggested that Mullane send a letter to the Planning Commission addressing the concerns of the proposed two way traffic in Leland.

Joyce said that he appreciated both sides of the argument.

Greenan said that it is important to work on a plan that meets all needs and yet maintains safety.

With no more business to conduct, Greenan adjourned the meeting at 3:10 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

June 21, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, June 21, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chairman Bob Joyce, Members Jim Calhoun, Greg Mikowski and John Popa. Also present: Manager Brendan Mullane, Engineer Craig Brown, Fleet Manager Tim Trudell and Finance Manager/Secretary to the Board Susan Boyd. Guests were in attendance. Public invited to attend via GoToMeetings link.

Agenda: Amended to add discussion of change of start time for board meetings as Item #1 under Old Business, discussion of loader purchase as Item #3 under New Business, and discussion of political signs in right of way as Item #4 under New Business.

Minutes from the June 7, 2022 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: Presentation by Nancy Popa and Todd Stone addressing preventive measures in the containment of Invasive Aquatic Species in local lakes. Discussion included responsibility and jurisdiction of road commission at road ends utilized as boat launches. Road commission authority ends at water's edge and any applicable signage is at the discretion of the townships since the signage is not traffic related. None of the road ends are maintained by the road commission as boat launches.

Staff Reports:

Mullane: Attended Solon, Elmwood and Bingham Township meetings with Popa. Presentations were well received. Small crew spent a day on South Manitou Island trimming trees and clearing roads. Another day will be scheduled later in the year. Michigan Paving is unable to deliver emulsion until August which conflicts with the paving schedule. Chip sealing will be delayed for a week or so while we make our own arrangements for drivers and trailers. Work on the Leland Lodge parking lot and overlay on Church Street was completed last week. Signage and striping will be done in the next two weeks. Paving of the new recycling site was done today and fencing options are still under discussion.

Brown: Construction of Carlson Road has been completed. Calhoun reported very positive feedback from residents. Construction of Bugai Road has also been completed. Popa suggested that shoulders were too low and requested that staff inspect. Patching of the repaired sections of Hill Top Road is being done today and paving will possibly be done next week. The first application of dust palliative has been done with a second application probably in August. Continued training for Asset Management Plan and draft should be ready for review in mid-July. Greenan asked about the status of PASER ratings. Primary roads are scheduled to be rated in August with the assistance of Networks Northwest. Local roads have not been done since 2008/2010 and Networks Northwest has committed to help with that as well but it is contingent on timing. Painting is starting tomorrow on centerlines of primary and local roads.

Trudell: Excess and unused inventory continues to be sold off. Shop furnace finally arrived and has been installed. Building repairs are in progress. Butler building has been cleaned creating more indoor equipment storage. The new Schulte mower and tractor are now in operation and functioning well. Two replacement crew trucks will be put into use as soon as equipment installation is complete. Two replacement street sweepers have been located and a two week hold put on them pending board decision. Draft version of an asset management plan will be reviewed later in meeting. Water filtration systems have been installed at both locations.

Boyd: Presented summary financial statement as of May 31, 2022. MTF funds continue to exceed prior fiscal year as well as budget.

Old Business:

1. Temporary change to start time of board meetings.

Mikowski requested that board meetings start at 8:00 a.m. from April through October because that will be more efficient than losing half a day with the 1:00 pm start time. Joyce agreed that an earlier start would be less interruption to the day. Calhoun said that he had morning commitments and questioned whether that start time would interfere with crew mobilization. Popa stated that the board needs to meet the needs of the public and the availability of local reporting coverage and would support a 9:00 am start time. Greenan supported a trial change.

Motion by Joyce, supported by Mikowski to change the starting time of Leelanau County Road Commission board meetings to 9:00 a.m. on a trial basis from now through Labor Day.

Roll call vote: Ayes: Popa, Joyce, Mikowski and Greenan. Nays: Calhoun. Motion is hereby approved.

New Business:

1. Review of draft asset management plan.

Mullane reviewed the reports and requested that commissioners review and provide input. The asset management plan for buildings is in process. Accolades to Trudell for compiling a comprehensive draft plan. He that some pieces of equipment were additions rather than replacements and that the costs are very much estimates due to the unpredictability and volatility of current market conditions.

2. Discussion of proposed purchase of replacement street sweepers.

Mullane explained that it has been difficult to find used sweepers in reasonably good condition at good prices and the two sweepers in operation are way overdue for replacement. Trudell located two used sweepers with Bell Equipment that are in good condition and affordably priced. There was a two week hold on the units but that time is almost up. Mullane requested that the board authorize staff to purchase contingent upon on-site inspection of the sweepers.

Motion by Calhoun, supported by Joyce to authorize staff to purchase two used street sweepers from Bell Equipment contingent upon on-site inspection.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

3. Discussion of purchase of new loader.

Mullane stated that this request is a replacement for loader #41 which has significant engine issues. Trudell said that this loader has been used in the salt barn and it will cost \$20-\$35,000 to rebuild. This purchase was scheduled to be in the 2023 capital budget but because of the lengthy delivery times the order should be placed soon. It would be a January 2023 delivery for Deere, November/December 2022 delivery for Volvo, and at least a year out for Cat. Trudell prefers Deere but wants further input from the superintendent and crews. Calhoun stated that the Village of Northport has ordered a Deere but the cost increased and the unit has yet to be delivered.

Motion by Joyce, supported by Calhoun to authorize the purchase of a Deere loader.

Discussion: Popa requested that the motion be read as presented. Mullane suggested that staff should decide pending more input from crews. Joyce agreed to modify his motion as presented.

Motion by Joyce, supported by Calhoun to authorize staff to purchase a replacement loader not to exceed the amount of \$301,900.00 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

4. Discussion of political signs located in right of way.

Joyce said there are numerous signs that have been placed in the right of way and leaned up against road signs which is against the road commission ordinance. Popa mentioned that he removes any signs that are near intersections and also will call the numbers on the signs and request removal. Greenan suggested sending copies of the ordinances regarding signage to political parties as a reminder. Popa requested that the annual notice outlining current ordinances be run in the Enterprise. Mikowski believes that direct contact is the most effective and Mullane said that he is fine with educating people on ordinances.

Public comments: Eric Carlson of The Leelanau Enterprise asked for clarification of the street sweeper discussion to confirm the authorization for the purchase and verified the loader as a 2023 capital purchase.

Commissioner comments:

Joyce complimented Trudell on the asset management plan that was presented.

Calhoun said people seem to be happy with the work done on the roads so far and that dust control went well. He also commented on the great job Trudell did on the asset management plan.

Popa thanked Trudell.

With no more business to conduct, Greenan adjourned the meeting at 2:57 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest:

Susan Boyd
Susan Boyd, Secretary to the Board

July 5, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 8:30 am on Tuesday, July 5, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chairman Bob Joyce, Members Jim Calhoun, Greg Mikowski and John Popa. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Foreman Mike Mack and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to add discussion of North Shore Drive as Item #1 under New Business.

Minutes from the June 21, 2022 regular meeting – approved as amended per Popa's request.

Public Comments: None.

Communication Items:

1. Mullane addressed the email received from Britton Carter regarding a dispute involving placement of guardrails on Shimek Road. The pond referenced in the email is completely off the right of way on private property. Engineer Craig Brown has met with the property owner and has suggested possible preventive safety measures that could be taken. Since no part of the pond is within the right of way, it does not constitute a safety concern under the jurisdiction of the road commission.

Appointments: None.

Staff Reports:

Mullane: Attended MCRCSIP's rehearsal annual meeting at the Homestead last week. Participated in the 4th of July parades in Leland and Glen Arbor. Reviewed status of chip sealing equipment, personnel and schedule. Popa thanked Trudell for his efforts in redeeming the chip seal season.

Trudell: The new pickups are nearly ready and the older ones that these are replacing will be put on the auction site soon. Repairs to the buildings as recommended by the insurance company are being done as the contractor has availability. The two used street sweepers passed inspection and the purchase finalized with delivery to be scheduled within the next few weeks. Based on crew input, the Volvo L110 loader will be purchased from Alta Equipment. He also addressed the tractor fires caused by new emission requirements that was a topic of discussion at the MCRCSIP meeting per Mullane. Larger sized fire extinguishers will be installed on equipment as a precaution.

Mullane introduced Foreman Mike Mack who was in attendance. Mack reported that chip sealing would begin on the west side of the county and then move to this side. Popa asked how short he was on staffing and Mack replied that he was short at least 3 employees.

Boyd: May MTF funds have not yet been received but are a little less than previous months. Year to date MTF funding continues to exceed last year's receipts and as projected in the budget.

Old Business: None.

New Business:

1. Discussion of North Shore Drive.

Calhoun mentioned concerns over property owners requesting to be allowed to place rocks on their shorelines and the privately placed signage that is in the right of way, sometimes almost reducing the road to one lane. Some of the signage is staked and nailed. Mullane will check this out and address accordingly.

Public comments: None.

Commissioner comments:

Calhoun asked Eric Carlson of The Leelanau Enterprise if he was still intending to do an article addressing placement of political signs. It should be in this week's edition of the Enterprise per Carlson.

Mikowski hopes chip sealing goes well.

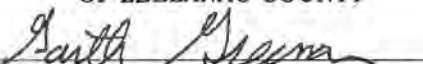
Joyce thanked Trudell for handling the chip sealing situation.

Greenan mentioned receipt of a letter from the Bingham Township supervisor extending thanks to Popa and Mullane for presenting at the township meeting and for the cleanup day. The letter will be included in Communication Items on the next agenda. He has received mostly positive comments regarding the roads but did receive a concern about brush removal in The Chalets possibly also removing native species.

Popa reminded commissioners to attend the township meetings that they committed to at a previous meeting.

With no more business to conduct, Greenan adjourned the meeting at 9:06 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

July 19, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:00 am on Tuesday, July 19, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan Members Jim Calhoun, Greg Mikowski and John Popa. Vice Chairman Bob Joyce was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to add discussion of board meeting times as Item #2 under Old Business.

Minutes from the July 5, 2022 regular meeting – approved as presented.

Public Comments: Nancy Mueller, who resides on West Empire Highway, and has previously commented on the signage at the intersection of M-72 and CR 677, asked why a flashing warning sign had been installed on M-72 but not on CR 677. Engineer Craig Brown responded that this was a design decision made by MDOT but that the road commission could pass along concerns. Greenan suggested that Ms. Mueller contact MDOT directly.

Communication Items:

1. Mullane will address the email received from Rebecca Reynolds regarding clearing done at the road end at Pine Street in Leland in his staff report.
2. The Leelanau Ticker article about the Marek Road housing project will be addressed by Mullane in his staff report.

Appointments: None.

Staff Reports:

Mullane: A private citizen who was given a permit to clear debris and brush from the road end at Pine Street did work beyond the limits of the permit and Mullane is working with the township, EGLE, the drain commissioner and zoning to determine an acceptable resolution to the issue. Soil erosion measures are in place and that was the immediate concern. Mullane contacted the Leelanau Ticker to clarify that notification regarding road improvements at the Marek Road housing project had been communicated to the builder in March of 2021 and not a few months ago as originally published, and also that the road commission has a cost share program with townships for road improvements. Greenan asked if there had been any requests from the township for this project. Mullane said that he has talked to the township supervisor but no formal interest had been expressed. Chip sealing is underway. Yesterday was the first day that all three tankers were in use. The Chalets project started today. Yesterday the union ratified the Letter of Understanding outlining implementation of a tier pay system. This LOU will be discussed during closed session later in the agenda.

Brown: Painting was suspended during Cherry Festival due to traffic concerns but has resumed this week. This side of the county is mostly done so most of the remaining work is on the west side. Centerlines on primary and local roads and some edge lines are being painted. Elmer's completed wedging on Hill Top Road and will return to do the rest of the scheduled paving projects after seal coating is done. Calhoun asked about the timeline for the Lee Point culvert replacement. Mullane explained that it had been delayed until August/September to avoid having to close that road during cherry season. The gas line will be spliced and bypassed during the project and then replaced after completion. Progress continues on the Asset Management Plan.

Trudell: Six pieces of used equipment are currently on the auction website. Minor building repairs recommended by the insurance company are in progress and completed as the contractor has time. The Maple City mechanics have been functioning as equipment operator and traffic control in addition to maintaining the equipment. A per foot cost for the fencing at the recycling center has been requested but not yet received. Installation is tentatively scheduled for August. Popa asked if the county had approved the cost of the fencing for the recycling site. Mullane said that a meeting had been scheduled for this afternoon to review costs with the county administrator and planning director and that the fencing decision had not yet been made. On Monday, MDOT's youth program will start landscaping. This is at no cost to the road commission. The tankers are holding up well and requiring very little maintenance and Trudell has discussed reserving two larger sized tankers for use next year. Popa asked why sell the 2022 pickups next year when they will only be two years old. Trudell explained a two year turnover is a trial to see how the purchase of new pickups nets out against the disposal of the low mileage two year old pickups. Popa also asked if the larger sized pickups were really necessary for just driving around. Calhoun pointed out that the pickups are used for winter patrol in addition to emergency response. Trudell responded that the bigger trucks are mostly crew trucks and are necessary to transport four people plus equipment.

Old Business:

1. Closed session – discussion of proposed tier system.

Motion by Mikowski, supported by Calhoun to move to closed session for discussion of the proposed tier system agreement.

Roll call vote: Ayes: Popa, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Moved to closed session at 9:34 a.m.

Returned to open session at 9:53 a.m.

Motion by Calhoun, supported by Mikowski to ratify the Letter of Understanding between Leelanau County Road Commission and Teamsters Local 214. Motion amended to include authorization of Chair to sign on behalf of the road commission.

Roll call vote: Ayes: Mikowski, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved. Greenan commented that it was a very positive move for employees.

2. Discussion of board meeting start time.

Calhoun noted that there have been two meetings at the new start time and there were attendance conflicts with both. He also mentioned receiving input from constituents that it was easier to attend meetings that started at 1:00 p.m. instead of a morning start time. Greenan pointed out that the change was on a temporary trial basis and there were only two more meetings scheduled to start at 9:00 a.m. Calhoun agreed to continue the schedule through August and then revisit as planned.

New Business:

1. Discussion of order placement for asphalt distributor from Etnyre.

Mullane explained that purchase of a new asphalt distributor was on the asset management plan for 2023. The new one would be used for chip sealing with the old one used as back up or possibly run both at once. Trudell said the current distributor is starting to show wear but could be set up for fog sealing instead. Order placement would ensure a place on the build schedule for next year and can be cancelled. Since there are no truck purchases that will be budgeted for next year due to model changeover, it would be a good budget year to schedule the distributor. It would be mounted on a chassis already in inventory. Mikowski confirmed that this would be an order only. Popa questioned the \$15,000 spent on a rebuild of the current distributor a couple of years ago plus the \$7-\$8,000 in parts expense for this year. Trudell said the rebuilt pump is good but the temperature and consistency of the material running through the equipment adds to maintenance costs. Calhoun, Mikowski and Greenan all agreed that the order should be placed to get on the build schedule. Popa asked if all 50 miles of the planned chip sealing was going to be completed. Mullane said it would be close to that but Solon had been removed from the list because it had not yet been crack sealed. Trudell said that the crews were very efficient at chip sealing and he believed they could easily apply 20,000 to 30,000 gallons of emulsion in a day.

Public comments: None.

Commissioner comments:

Calhoun thanked Mullane for work done on the tier system and Trudell for managing and maintaining the equipment.

With no more business to conduct, Greenan adjourned the meeting at 10:22 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAH COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

August 2, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:00 am on Tuesday, August 2, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun and Greg Mikowski. Member John Popa was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the July 19, 2022 regular meeting – approved as presented.

Minutes from the July 19, 2022 closed session meeting – approved as presented.

Public Comments: Warren Hutchinson, 3796 S. Lee Point Road, expressed concerns about a dying tree with branches extending over the road near his house. He brought it to the attention of the road commission two years ago but the tree has yet to be trimmed and he noted that there is significant agricultural truck traffic through there. Mullane explained that tree trimming was done during winter months and was weather/schedule contingent.

Tom Buehler of Omena Point Road asked if progress had been made on a decision regarding Fire Lane 6. Since it currently accommodates two lane traffic, in his opinion he said it would be preferable to avoid widening the road if possible. He also mentioned that Omena Heights Road is in poor condition and cars are driving on the side of the road to avoid potholes.

Bill Perkins, Village of Suttons Bay, who is taking responsibility for maintaining the recycling site across the road, asked about bin placement and camera installation. Brown said that after striping was done today the bins will be placed. Mullane said that the County will install the cameras.

Eric Carlson of The Leelanau Enterprise said he would appreciate statements from anyone on the ballot regarding election results of commissioner races and the millage.

Nancy Mueller, 6444 West Empire Highway, has previously complained about the signage at the intersection of M-72 and CR 677, which is an MDOT maintained intersection. She said that there was an accident at that intersection on July 31st and believes that the signage is inadequate. She does not feel that it is her responsibility to contact MDOT and requested that the county assign someone to deal with the issue. She claimed it would be negligent for LCRC to not do anything and that her solution is to put up a flashing stop sign. Greenan has previously looked at the signs and confirmed that all were MDOT signs. Mullane will contact MDOT and the incident will also be addressed in his staff report.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Chip sealing is going well and should be completed in a few more days with 2-3 weeks of fog sealing to follow. Most of the remaining township presentations have now been scheduled. Recycling bins will be delivered and placed today and the site will be open as of today. Fencing, cameras, and permanent signage will be installed soon. The draft version of the Transportation Asset Management Plan will be reviewed later in the meeting. Approval of the final version of the Fleet Asset Management Plan will be included on the agenda for the next meeting. There were two accidents over the weekend. One occurred at the intersection referenced by Nancy Mueller under Public Comment but based on the preliminary accident report, the driver had stopped but pulled out in front of traffic, suggesting that the stop sign was not the issue in this incident. In response to Ms. Mueller's comments, Mullane said that Engineer Brown has been in contact with MDOT several times and has relayed her concerns. The signage belongs to MDOT and the design and installation were MDOT decisions. It is not under the jurisdiction of the Leelanau County Road Commission. Mullane will contact MDOT but did reiterate that MDOT is responsive to citizen input.

Brown: Elmer's will most likely start paving shortly after Labor Day. Replacement of the Lee Point culvert is tentatively scheduled for the first half of September. In process of soliciting bids for two small culvert/paving projects in Leland. Design for the next section of CR 641 (Lincoln to Fouch and Lakeview Hills to Bingham) is nearly complete and will be scheduled for Spring 2023. Draft version of the Transportation Asset Management Plan is ready for review but will eventually be expanded to include a breakdown of road ratings by township.

Trudell: Recently sold auction items brought in quite a bit more than expected. MDOT Youth Development crew has been cleaning up the landscaping around the buildings. Installation of the fencing around the recycling site is scheduled for August. The new distributor, a proposed capital expenditure for FY 2023, has been ordered with a projected 300 day delivery timeline.

Boyd: MTF receipts continue to run slightly above last year and current budget.

Old Business: None.

New Business:

1. CRASIF 2022 Board of Trustees Election

Motion by Joyce, supported by Calhoun to vote for the three incumbents.

Ayes: Mikowski, Joyce, Calhoun and Greenan. Nays: None. Motion is hereby approved.

2. Review of draft Transportation Asset Management Compliance Plan.

Mullane thanked Brown for all of the work that went into this plan and explained that it is important in terms of compliance but also long term planning as well. Brown discussed the plan by sections. Pavement Assets will be expanded to include detail by township. The goal is to update PASER ratings on all local roads this fall. This information will be presented to townships and used as a basis for allocating funds in the future. There are only

two bridges in the county and both are in good condition. Bridge inspections are scheduled for this month. Culvert inventory was started several years ago but never finished. These should be inspected and updated regularly. The three traffic signals in the county are all in good condition. The Financial Resources section will be updated with revenue and expenditures and the Risk Analysis section will be expanded to address potential consequences of asset failure. Coordination with Other Entities is only applicable to Elmwood Township. Greenan said that completion of local PASER ratings will fill in the blanks and that a breakdown by township will be very helpful. He noted that trends seem to be headed in the right direction.

Public comments: None.

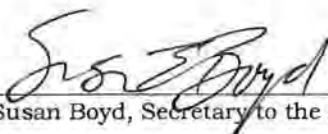
Commissioner comments:

Calhoun mentioned that he attended the MCRCSIP meeting two weeks ago and that we will be receiving a refund of about \$9,000. He also thanked Brown for his work on the Asset Management Plan and noted that the recently purchased sweepers are in good condition and believes that they were a good deal. Joyce requested a moment of silence for Terry Mason, a Leelanau County resident and Elmer's employee who recently passed away. He also said nice job to Brown and Trudell. Mikowski said job well done to crews and staff. Greenan reminded all of the CRA conference to be held in Traverse City in September. The Chalets look good after chip sealing and should look very nice after paving. Thanks to staff for the hard work on the Asset Management plans.

With no more business to conduct, Greenan adjourned the meeting at 9:44 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

August 16, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:00 am on Tuesday, August 16, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the August 2, 2022 regular meeting – approved with modifications.

Public Comments: Nancy Mueller, 6444 West Empire Highway, contacted MDOT about the signage at the intersection of M-72 and CR 677 and reported that she was told by Jessica Carpenter, Traffic & Safety Engineer with MDOT, that the road commission has the authority to install a flashing yellow light on CR 677 out of the right of way. Ms. Mueller is requesting that a caution light be installed in order to avoid further accidents at that intersection. Mullane said that according to the report on the accident that occurred on July 31st, the driver did stop at the stop sign and then took off. It was not a matter of not knowing about the stop sign. Ms. Mueller said that it is a bad intersection and needs to be corrected.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Crews finished chip sealing last week and are fog sealing this week. The distributor was down yesterday afternoon but all has gone well otherwise. Thanks to crews and staff. All 3 tankers are still in use with alternating trips in order to avoid night driving. Thanks to EJD for the tanker rental. Congratulations to Commissioners Greenan, Joyce and Mikowski on winning the primary election. Huge thank you to Leelanau County residents for supporting the road millage.

Brown: No confirmed start date for paving from Elmer's yet but it will be the first part of September. Met with dewatering contractor to discuss the Lee Point culvert replacement. The road will be shut down for the 1 ½ weeks it will take to complete this project. The tentative start date for the next phase of CR-641 is May 1, 2023. Plans have been submitted to MDOT. Popa asked for clarification of the log plans. Gosling Czubak did plans and an estimate and these were sent to MDOT in order to obligate funds available for road commission projects. Greenan asked about gas line relocation for Lee Point. It is scheduled for the end of this month. An RFP for another section of CR-641 (Popa Slide to Park Road) is in process for 2024.

Trudell: All auction items have been picked up except for one truck which will revert to the second highest bidder at the end of the week. Costs for repair of the cracks above the windows in the parking garage will be on the agenda for the next meeting. Estimates range from \$16,500 to \$32,000. Trison Engineering will be out to evaluate the damage. Facilities are next to be added to the Asset Management Plan. Installation of fencing for the recycling site is scheduled for this month and waiting for Miss Dig. The MDOT Youth Development crew will be back to complete concrete work around the building. Discussion of truck orders will be on the next agenda since municipal orders for 2024 will be filled within 90 days. Calhoun asked about the distributor being down. Most likely a faulty sensor and the required part should be in stock.

Boyd: Last invoices for emulsion should be received soon and final costs for chip sealing projects should be available by the next meeting.

Old Business:

1. Discussion of future meeting times.

Board meetings were scheduled to start at 9:00 am through the end of August. Calhoun would like to revert to an afternoon start time. Popa prefers mornings but requested input from the staff. There was no preference for mornings or afternoons but two requests for no evening meetings. Joyce and Mikowski expressed preference for the morning start time. Greenan said either time works but would prefer an afternoon start time for the winter months. Popa suggested continuing the 9:00 am start time which can always be changed if there is a conflict.

Motion by Joyce, supported by Mikowski to continue having board meetings start at 9:00 am.

Roll call vote: Ayes: Popa, Joyce, Mikowski and Greenan. Nays: Calhoun. Motion is hereby approved.

New Business:

1. Election of NMARC Board Members (Trustees to CRA Board).

Motion by Joyce, supported by Mikowski to vote for the three listed nominations.

Ayes: All. Nays: None. Motion is hereby approved.

2. Discussion of wage increase for Fleet/Facilities Manager and Maple City Foreman.

Greenan explained that implementation of the tier pay system warrants reevaluation of staff pay scale and that in comparison to surrounding counties, all staff positions except for the superintendent are at the lower end of the scale. Mullane presented the salaried positions in terms of hourly to better show how close wages for employees at Tier 3 and at the top of the mechanic pay scale are to the two management positions. Greenan agreed that adjustments were appropriate. Popa pointed out that there had been a general increase at the first of the year but agreed with making adjustments. Mullane recommended an increase of \$6,000 for each position which would approximate the tier increase. Calhoun said that in order to retain employees we need competitive pay and supports the request.

Motion by Popa, supported by Calhoun to accept the recommendation for a \$6,000 annual increase for the Fleet/Facilities Manager and Foreman positions effective with the next pay period.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

3. Annual review of managing director.

Mullane requested a closed session.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 9:51 a.m.

Meeting returned to open session at 11:09 a.m.

Greenan said that three items were discussed in closed session: a proposed contract between the manager and the road commission, input from administrative staff, and job review. No action is to be taken at this time.

Public comments: None.

Commissioner comments:

Popa reminded everyone of the CRA meeting to be held in September in Traverse City and the commissioner conference in Frankenmuth. He also asked if accident records from the intersection at M-72 and CR 677 had ever been analyzed. He suggested evaluating those reports and then possibly installing a caution sign as suggested. Calhoun agreed that the intersection is a blind area and suggested meeting with MDOT regarding any improvement. He also thanked staff for sending a truck to the Northport Fly-In last weekend.

Joyce said that he had forwarded a text to Mullane regarding a washout area. He also thanked staff.

Mikowski questioned whether installation of a flashing light at the M-72 and CR 677 intersection was the decision of the road commission and that permission of a landowner would have to be obtained if the light was to be installed outside of the right of way. Mullane explained that MDOT installed flashers and stop signs but any advance warning sign would have to be outside of MDOT right of way.

Joyce questioned the liability of putting up additional signage and still having accidents at the intersection.

Greenan said that MDOT needs to look at the accident records and make recommendations. We need support for any installations and signage needs to be consistent.

Joyce requested that a road tour be scheduled to look at projects completed and include that intersection.

Popa concurred and suggested a September/October date that would allow for completion of the paving projects.

With no more business to conduct, Greenan adjourned the meeting at 11:17 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

September 6, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:07 am on Tuesday, September 6, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to eliminate approval of minutes from the August 16, 2022 closed session due to unavailability.

Minutes from the August 16, 2022 regular meeting – approved as presented.

Public Comments: Nancy Mueller, 6444 West Empire Highway, stated that there had been another accident at the intersection of M-72 and CR 677 and asked who on the road commission was following up on this issue. She questioned Commissioner Joyce's comment at the previous meeting regarding potential liability of adding signage to a MDOT intersection. She once again requested that a flashing caution light be installed and also requested that someone from the road commission meet her on site. Greenan stated that Mullane would be addressing this in his staff report.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Jim Williams has expressed interest in purchasing a small piece of property owned by the road commission near the corner of Fouch and Bugai Roads. This is a preliminary request pending discussion by the board. The property is not used by the road commission and has no anticipated future use. A portion of it is in our wetland bank but the piece under consideration is dry. Brown explained that any wetlands created were included in the wetland bank and the dry area of this property could possibly be used for creating additional wetlands if need be. Popa suggested that this property be included in the yet to be scheduled road tour. The M-72 and CR 677 intersection was discussed with Jessica Carpenter, MDOT Traffic & Safety Engineer. The flashing stop signs at Cedar Run which continue to be brought up as an example are not MDOT approved. MDOT is aware of the issues at this intersection and will review in a year to assess the effectiveness of the signage changes. Based on the accident reports, the majority were caused by drivers who stopped at the intersection but then pulled out rather than drivers who drove through the stop signs. Also most occurred during daylight hours. Rumble strips have been put back in on CR 677. Joyce asked about potential liability for overriding MDOT signage and also if there was anything in addition to the rumble strips that could be done by the road commission. Mullane responded that it was important to work with MDOT and that they are very aware and monitoring closely. Calhoun suggested that this intersection be added to the road tour. Mullane will meet Ms. Mueller on site. Chip and fog sealing went very well. By hauling emulsion ourselves, there is a preliminary projected savings of almost \$50,000 plus the efficiency of being better able to coordinate delivery and application. Trudell said that drivers really enjoyed doing something different and he is working with EJD to confirm trailers for next year.

Brown: Elmers started paving today and should be done in three weeks but this schedule is weather contingent. Lee Point culvert replacement is scheduled to start September 12th. The culvert will be delivered that morning. Dewatering has been contracted out but the rest of the project will be done by the road commission crews. Designs for the 2024 MTF project will be done early. Funds for the 2022 projects have been obligated and are scheduled for May 2023. The Crystal River bridges project is tentatively scheduled for Spring 2023. The road commission will host an open house at the Glen Arbor Township Hall on October 5th to update interested parties. Joyce commented that CR 626 is in bad condition and asked about scheduled repairs. This road is on the list for potential BIA funding. Leelanau Pines is expanding significantly and Brown has reviewed the submitted plans, made changes and requested a traffic study. Calhoun asked that Brown check a culvert that may have failed west of Northport Point Road. Mikowski mentioned that CR 637 by Gills Pier Church is washing out pretty badly after a rain. Joyce said that traffic for special events at Cherry Basket Farm is using Omena Point Road to access parking in a field. There is no driveway off of that road and vehicles are breaking off the edge of the road. He also mentioned ongoing problems with service vehicles parking on the side of the road and putting cones out so far from the vehicle that it blocks traffic. Greenan said that law enforcement needs to be made aware that this is a ticketable offense. Mullane asked that he be notified and will contact offenders.

Trudell: Unit #48 (2015 Ford F350) was put back out for bid since the last bidder didn't finalize the bid and went for an even higher price. Trison Engineering and Green Construction will be inspecting the header on the parking garage and make recommendations to be in better compliance with insurance carrier. The engine on the Broce broom (#187) failed with quoted repair of at least \$9,000. This unit is scheduled for replacement in 2023 and the order approval is on the agenda. Fencing installation for the recycling site has yet to be scheduled. Calhoun asked about concrete to be replaced. There will be replacement of the concrete in front of the Butler Building and in front of the handicap ramp by the shop. Bids for plow trucks will go out soon. With price increases, a chassis and equipment is projected to cost around \$300,000. Trudell recommended going with Cummins engines even though it would add to the cost because modifications will be much easier due to the location of emissions. Waiting to hear from GMC regarding acceptance of municipal orders. There are so many more profitable orders that municipal orders are low priority for dealers.

Boyd: MTF receipts have been a bit lower over the last couple of months but still exceed budget and are projected to go back up over the next few months. All expenses should be in for chip sealing and a summary of costs will be presented at the next meeting.

Popa requested that the order of the agenda be changed to address New Business before Old Business since that involves a closed session.

New Business:

1. Discussion and approval of order placement for power broom.

Trudell explained that the broom replacement was on the asset management plan for FY 2023. In his opinion it is not worth replacing the engine in Unit 187 since it has 5,000 hours on it. The order with AIS can be cancelled at any time. The proposed unit was demoed and it is a competitive bid through MiDeal. Mullane said that other broom options had been looked at but this model has the advantage of a broom in front. Joyce supports buying local and mentioned that Dan Novak, the AIS representative, has always been available and keeps in contact. Popa asked if other users had been contacted and Trudell said that this design had been out for 10-15 years.

Motion by Calhoun, supported by Joyce to place an order with AIS Construction Equipment for a FMJ 470 Broce Broom as presented and as determined to be in the best interest of the Leelanau County Road Commission.
Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

2. Review and acceptance of Mersino bid for dewatering.

Brown explained that this is for the Lee Point culvert replacement. Road commission crew will prep and the dewatering pump will run for a day or so depending upon the soil composition. The proposed cost is less than what was budgeted for the project and services provided by Mersino are generally very effective and efficient. The system is very quiet and can be utilized in a residential area such as this.

Motion by Calhoun, supported by Joyce to accept the dewatering services agreement with Mersino as presented and authorize the manager to sign on behalf of the Leelanau County Road Commission.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

3. Review and acceptance of Elmers bid for drainage projects in Leland.

Mullane explained the two projects that involve drainage issues at two intersections in Leland. The work is not an efficient use of internal resources and is therefore being contracted out.

Motion by Joyce, supported by Mikowski to accept the bid from Elmers for drainage projects in Leland.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

Old Business:

1. Closed session: Manager Annual Review.

Mullane requested that the board move to closed session.

Motion by Joyce, supported by Mikowski to move to closed session.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Moved to closed session at 10:22 a.m.

Meeting returned to open session at 10:46 a.m.

Greenan said that the employment agreement between the road commission and manager was discussed. The document was finalized resulting in a three year contract and a salary increase to \$89,000.

Motion by Joyce, supported by Mikowski to accept contract as written and authorize chair to sign.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Popa requested that dates be proposed for a fall road tour and also suggested renting a vehicle that would allow all to travel together instead of using multiple vehicles.

Calhoun complimented Brown and MDOT for nice work on the recently completed paving project north of Northport.

Joyce appreciates Mullane's work and Tim's success with auction sales.

Mikowski thanked the staff and said great job.

Greenan mentioned that he had received comments regarding repairs to Cherry Homes and Little Traverse Lake Road, and he believes that having a three year contract in place with the manager is a positive move.

With no more business to conduct, Greenan adjourned the meeting at 10:52 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest:

Susan Boyd
Susan Boyd, Secretary to the Board

September 20, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:02 am on Tuesday, September 20, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Amended to add email from Tom Nixon as Item #3 under Communications and a closed session for continued review of manager as Item #1 under Old Business.

Minutes from the September 6, 2022 regular meeting – approved as presented.
Minutes from the August 16, 2022 and September 6, 2022 closed sessions-approved as presented.

Public Comments: None.

Communication Items:

1. Letter received from Charles Bumb re: Little Traverse Lake Road.
Mullane clarified that improvements to that road were not being delayed due to the proposed construction of a bike path and that funding was currently under discussion by the township. Any proposed improvements will take into consideration the possibility of the bike path.
2. Email from Tom Gallery re: Christianson/Peterson Road intersection.
Mullane explained that stop signs were installed in current locations about thirty years ago but the intersections have been tightened up so there are no longer the wide turns as before. Directional arrow signs will be ordered and installed to better clarify the roads.
3. Email from Tom Nixon re: Suttons Bay Township meeting presentation.
Complimented Mullane on presentation and thanked Mullane and Joyce for attending.

Appointments: None.

Staff Reports:

Mullane: Meeting with MDOT and Nancy Mueller to discuss the intersection at CR 677 and M-72 has been scheduled for this week. Installation of the Lee Point culvert will be completed this week except for paving which is contingent upon Elmer's schedule. A concern was voiced by a citizen regarding placement of the culvert but all specifications as approved by EGLE have been followed. Attended the CRASIF annual meeting and the Northern Michigan Area Council Conference at Great Wolf Lodge last week. There were many excellent presentations covering a wide array of topics. Previous study done at Schomberg Pit projected ten years of available inventory but it is currently estimated to be five years. Further mining will most likely be put out to bid. Has been removing political signs in the right of way and notifying candidates of removal. Attended four township meetings last week with only two townships yet to be done. Popa commented that there was a good presentation at the conference on the impact of electric vehicles and that copies were provided to all commissioners. Mikowski asked about the process for approval of a pedestrian crossing sign.

Brown: Paving has started and is still on schedule to be completed by the end of the month. About 24 miles of road is being crack sealed and will probably be completed by the end of next week. Lane striping this week and then again in October after paving and crack sealing are completed. Leland drainage projects are scheduled to start on September 26th. The town hall meeting for the Crystal River bridge project will be held on October 5th. Calhoun mentioned that PBS Channel 6 will be presenting a documentary on the Crystal River project in early October.

Trudell: Items no longer in use continue to be sold on GovDeals auction site. Trison Engineering will inspect the buildings this week and an evaluation will be presented to the board at a subsequent meeting. Winter prep of equipment is in progress. Took truck #2001 (2021 Kenworth) to the St. Ignace truck show last weekend. It went very well and handed out 9 job applications. Painting of the Maple City salt building and fuel system started this week and the Suttons Bay sign shop is scheduled for next week. Fencing for the recycling site will be installed upon completion of the gate. Waiting for confirmation for placing truck order with GMC for delivery in mid-2023. Asset Management Plan is nearly complete. Force feed loader arrived and is an impressive piece of equipment. Popa asked for clarification of the Stran building. Trudell explained that it is a steel building that is corroded due to parking trucks with salt in it. It will be painted with protective primer and liner installed part way up the walls to protect from further damage. Mullane thanked Trudell for taking the truck to St. Ignace and passing out job applications all on his own time. Calhoun asked about annual truck shows held at the college and in Manton.

Boyd: Health insurance renewal came in at a 7% increase and we will remain on the same plan since comparative coverage options weren't cost effective. Reviewed spreadsheet detailing costs of each chip seal project and a comparative of previous per unit costs as well as the in-house costs of transporting emulsion.

Old Business:

1. Manager review.
Request by Mullane to move to closed session. Motion by Joyce, supported by Mikowski to move to closed session. Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Moved to closed session at 9:43 a.m.

Meeting returned to open session at 10:05 a.m.

Greenan stated that the manager review is complete and commissioners believe that the manager is doing a very good job as reflected by the signed contract and comments received regarding his performance. Employee input was reviewed during this session.

New Business:

1. Scheduling of fall road tour.
After discussion, it was decided to schedule road tour immediately following the next board meeting on October 4th.

Public comments: None.

Commissioner comments:

Mikowski said job well done by all.

Joyce clarified that although it had been published that Mullane received a satisfactory rating in his review it was actually a very good rating.

Popa suggested considering putting help wanted signs on trucks and possibly out in front of the building.

Greenan said thank you for providing the costs for chip seal projects.

With no more business to conduct, Greenan adjourned the meeting at 10:14 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: S. Boyd
Susan Boyd, Secretary to the Board

October 4, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:00 am on Tuesday, October 4, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the September 20, 2022 regular meeting – approved as presented.
Minutes from the September 20, 2022 closed session-approved as presented.

Public Comments: Bill Perkins, Suttons Bay, requested two cones for placement of brooms and dust pans for recycling site and also mentioned that he has recruited two other people to help maintain the site. He also requested recycling signs like the one at the end of Eckerle Road to be placed at other sites. Mullane suggested he let Trudy Galla know and she will request placement.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Meeting with MDOT and Nancy Mueller regarding the intersection at CR 677 and M-22 went well. If approved, MDOT will place flashing light above the stop sign, install "Cross Traffic Does Not Stop" signage, and replace stop signs with larger size signs. Lee Point culvert replacement is done and will be included on today's road tour. Meeting with Leland Township went well and they are working on a master plan.

Brown: Paving projects should be done by the end of the week. Crack sealing was completed last week and lane striping will start today. Both Leland drainage projects were completed. Attended a Transportation Asset Management conference last week. Deadline for submission of asset management plans is in 2024. Copies of the asset management plan will be distributed to commissioners for review with finalizing and adoption at the October 18th meeting. Joyce again mentioned the issues with Cherry Basket on Omena Point Road with usage of an unapproved driveway. He also asked about signage at the Children's Center in Leland. With parents parking on both sides of the street, traffic is traveling too fast through that area. Mullane said that a sign had been added on Fifth Street to slow traffic. Joyce suggested additional signage since it doesn't seem to be working.

Trudell: Trison Engineering inspected the window headers on the garage but have not submitted recommendations yet. Exterior painting of the sign shop and the Maple City salt building and fuel tanks was completed. Installation of fencing at the recycling site has started. Landscaping of the yard and in front of the building was completed. Bids for the 2024 purchase of plow trucks will be opened on October 6th at 1:00 pm. Popa complimented Trudell on fantastic job done on building and yard improvements.

Old Business:

1. Discussion of starting time for board meetings.

Calhoun said it is time to move start time back to 1:00 pm. Mikowski suggested switching start times with snow and Joyce concurred with the afternoon start time for the winter and changing back to a morning start time in the spring. Mullane confirmed that staff had no preference.

Motion by Joyce, supported by Mikowski to start meetings at 1:00 pm from November 15th through April 1st with a 9:00 am start time for the remainder.

Discussion: Popa wanted to hear Calhoun's objection to the 9:00 am start time and Calhoun responded that it was due to snowplowing commitments and feedback from participants. Mullane said that he had received comments in support of both start times.

Roll call vote: Ayes: Joyce, Mikowski and Greenan. Nays: Popa and Calhoun. Motion is hereby approved.

New Business:

1. Budget adjustment for unbudgeted capital outlay.

Boyd requested an adjustment to the capital budget totaling \$528,184 for capital purchases approved and made during this fiscal year.

Motion by Popa, supported by Calhoun to increase the capital budget by \$528,184 for unbudgeted capital purchases made in current year.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Resolution 2022-05 to approve contract with MDOT for construction on CR-641 (Lincoln to Fouch/Lakeview Hills to Bingham).

Motion by Popa, supported by Joyce to approve Resolution 2022-05 to accept the contract with MDOT and authorize the Chair to sign on behalf of the Leelanau County Road Commission.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

3. Resolution 2022-06 in support of Leland Township request for speed study on M-22 between M-204 and Leland.

Mullane explained that this was not required but would provide formal support by the road commission for MDOT to move forward with this request.

Motion by Joyce, supported by Mikowski to approve Resolution 2022-06 in support of Leland Township's request for a speed study on M-22 between M-204 and Leland.

Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

Request by Mullane to move to closed session under Section 8(1)(e) of the Open Meetings Act to consult with the Board's attorney regarding trial or settlement strategy in connection with specific pending litigation.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Moved to closed session at 9:32 a.m.

Meeting returned to open session at 10:04 a.m.

Greenan stated no action was required or taken.


Public comments: None.

Commissioner comments:

Popa requested that the website be changed to reflect meeting start times.

With no more business to conduct, Greenan adjourned the meeting at 10:07 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

October 18, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:00 am on Tuesday, October 18, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell and Finance Manager/Secretary to the Board Susan Boyd. Engineer Craig Brown attended remotely. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Modified to add Request from Cherry Home Association as Item 2 under Communications and notice of the November Paul Bunyan Council meeting as Item 3 under Communications.

Minutes from the October 4, 2022 regular meeting – approved as presented.

Minutes from the October 4, 2022 closed session-approved as presented.

Public Comments: Dan Schaub of Northport asked why directional signs for Sugar Loaf would be replaced in the Cedar area at taxpayer expense. He also said that the redesigned intersection at Christianson and Peterson roads was cut back too much and vehicles would have a more difficult time making the turn with the shorter turn allowance.

Communication Items:

1. Letter from Tom Nixon, Suttons Bay Township Supervisor, advising of the township board's approval to support improvements to the intersection of Marek Road and M-204 as requested by Homestretch Nonprofit Housing Corporation. The board also authorized a tentative cost share amount of \$15,000 towards the project. Mullane explained the request and noted that \$15,000 would not be enough for even a 50% cost share and that a permit would have to be requested from MDOT as well. Drainage will also be an issue. Popa mentioned that previously developments has been required to pay for any necessary improvements. Mullane said that since it involves a township road the process has to come through the road commission.
2. Request from Tom Wellman for maintenance repairs on Cherry Home roads. Letter summarized history of repairs and current conditions of sections of roads and requested maintenance on three sections. He said the requested repairs should be considered maintenance rather than upgrades. The homeowner association still intends to proceed with a special assessment but would like the maintenance request considered for the 2023 budget. Mullane explained that the request involved more than what is considered maintenance but he has been in regular contact with the township regarding this matter.
3. Meeting notice for Paul Bunyan Council meeting scheduled for November 17, 2022. Mullane asked that any commissioners wishing to attend to please let him know.

Appointments:

1. Review and presentation of Fleet Asset Management Plan.

This report was distributed to commissioners previously and any subsequent input has been incorporated into the version presented. No board approval is needed. Trudell explained that this document would change to reflect equipment disposals and any purchasing plans prompted by changes to manufacturing specifications and/or schedules. Popa asked for clarification of categories of equipment classified in poor condition. Trudell said that this was equipment requiring major repairs or had major damage but that this would change as the equipment is disposed of. He also mentioned that there is a solid inventory of back up trucks due to the ongoing plan of regularly scheduled purchases. Greenan asked if smaller items such as chainsaws had been inventoried. Since the smaller items are assigned one equipment number, Trudell is working on a process to better track costs by individual item.

Staff Reports:

Mullane: All major projects have been completed and accolades to crews for a successful construction season. Meetings with all townships have now been held and requests for cost share projects are now coming in from townships.

Brown: Commissioner feedback has been incorporated into the current version of the Transportation Asset Management Plan and pending adoption by the board is ready for submission. Open house meeting for the Crystal River bridges project was rescheduled for October 24th.

Trudell: Greene Construction is reviewing the design received from Trison Engineering addressing the recommended repairs for the window headers in the garage. Greene is working with Trison to accomplish the repairs but more cost effectively. Twelve plow trucks are ready to go at both locations. Fencing at the recycling center is now in progress.

Boyd: Budget for 2023 is in process and projections for additional MERS payments at a maintenance level as well as increasing funding level will be calculated in December and presented prior to expiration of the approval for the current additional payment.

Old Business:

1. Review and approval of 2022 Transportation Asset Management Plan.

Greenan commented that he reviewed and it is a good plan. Brown said that the compliance plan is an overview and he is working on a more detailed plan for internal use.

Motion by Popa, supported by Joyce to approve the Transportation Asset Management Plan as presented.

Discussion: Joyce said that it was a good plan but wanted to confirm that it will be revised on a regular basis.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

New Business:

1. Review and acceptance of bid for two (2) tandem axle trucks for purchase in 2024.

Three bids were received in response to the bid request. Due to the bid price, past history, and local dealership, Trudell recommended accepting the bid from Grand Traverse Diesel for two 2024 Western Star trucks. Greenan asked if this model required relocation of emissions systems and Trudell said no.

Motion by Joyce, supported by Mikowski to accept the bid from Grand Traverse Diesel for the purchase of two (2) Western Star tandem axle trucks for delivery in 2024 as determined to be in the best interest of the Leelanau County Road Commission.

Discussion: Popa asked if the International engine was the same as the Western Star. Trudell said that the price was a little more and that the dealership was located in Gaylord whereas the Western Stars can be worked on locally by Grand Traverse Diesel and Pioneer Diesel.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Popa said that we need to stay ahead of patching at Cherry Home and acknowledged that major repairs were going to be required someday.

Calhoun thanked the road commission crews for help last night and said there was more to come during the day with not just limbs coming down but big trees. Thanks to fire departments and emergency services as well.

Joyce thanked Brown and Trudell for providing great reports.

Mikowski thanked all staff.

Greenan said great plans and it was great to see it all come together finally, and that township projects would be looked at during the budget process.

With no more business to conduct, Greenan adjourned the meeting at 9:58 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

November 1, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 9:00 am on Tuesday, November 1, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the October 18, 2022 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: The new force feed loader was utilized for the first time with very good results. Testing for the tier system began today. Open house for the Crystal River/CR 675 bridge projects was held last week and went well. Greenan commented that he was pleased with the meeting and impressed with how well multiple agencies were working together on this project.

Brown: HMA projects are complete with approximately 90 miles of paving done this year. Actual costs were above the estimate by 2.86%. Crack sealing costs were well below the estimate even with the addition of 2.7 miles in Elmwood Township. Lane striping is complete but the last invoice has not been received. Mullane and Greenan both complimented Brown on the accuracy of his estimates. Greenan also mentioned that the Chalets looked good.

Trudell: Truck #111 will be repaired to function as the second emulsion vehicle with the new distributor to be delivered next year. Winter prep is progressing well. Installation of fencing at the recycling center is complete except for the gate. Concrete work around the buildings will be delayed until next spring. Bids for a replacement lead trailer will be going out. This is a replacement for a trailer that rolled a few years ago and has become a safety issue due to a twisted frame. Joyce asked if there were concerns about a diesel shortage. Our supplier does not anticipate any issues at this point but the situation will be monitored. New loader is in but will be paid for in next year's capital budget.

Boyd: Draft version of the 2023 budget is mostly complete except for road project costs.

Old Business: None.

New Business:

1. Review and acceptance of quote from Greene Construction Group for repair of parking garage.

Trudell explained the repairs proposed by Greene. Greene reviewed the recommendations submitted by Trison Engineering but there were not many modifications that could be made and still remain compliant. The quote is Sourcewell pricing so it is locked in making bids unnecessary. Due to weather concerns, Greene would like to start work as soon as possible.

Motion by Joyce, supported by Mikowski to accept the quote from Greene Construction Group for repair of the parking garage as determined to be in the best interest of the Leelanau County Road Commission.

Discussion: Popa asked how many others looked at the project besides Greene. Trudell responded that only Greene had looked at it working off of the Trison recommendations. Since the quote includes weather related contingencies, Popa asked if the cost would be adjusted should these be unnecessary. Trudell will check on this.

Motion was amended to state not to exceed the quoted price of \$44,300.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Popa invited an MDOT engineer to present updated plans for a roundabout at the intersection of M-72 and M-22 to staff. He also thanked Brown for a great job on estimates.

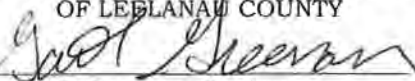
Calhoun reminded all that the election is a week away and to get out and vote.

Greenan thanked staff.


With no more business to conduct, Greenan adjourned the meeting at 9:32 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

November 22, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:03 pm on Tuesday, November 22, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Modified to add letter from Tom Nixon regarding cost share request for Marek Road improvements as #3 under New Business.

Minutes from the November 1, 2022 regular meeting – approved as presented.

Public Comments: Tom Wellman, on behalf of the Cherry Home Board of Directors, reaffirmed the previous request made for consideration of road improvements in the subdivision and mentioned that a scaled back request would also be acceptable. Discussion has taken place with the township supervisor to initiate coordination and raise funds for the project.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Crews did a great job handling the accumulation of snow over the last week. The plans and environmental assessment for the Crystal River bridge project has been posted on the website.

Brown: Rieth-Riley was awarded the Bugai Road projects through the MDOT bidding process. The balance not covered by STIP/State-D funds is included in the 2023 draft budget with additional budgeted for inspections and testing. Bridge inspections were done with acceptable ratings. Popa commented that this is a good plan connecting sections of CR 641. Greenan asked if the recommended wedging at bridges would be scheduled for next summer. It is not planned but preferably this will be coordinated with scheduled chip sealing.

Trudell: Repairs to the parking garage are in progress with another two weeks projected for this phase to be completed and followed by reinforcement. The two new trucks are at Grand Traverse Diesel. There are now ten trucks with ground speed controllers installed. Popa requested that there is follow up on the parking garage costs since there are higher temperatures forecasted for the next several days. Joyce asked about the budgeted purchase for pickups. Due to significant price increases and limited availability, there will only be two purchased, replacing trucks currently driven by Brown and Priest.

Boyd: Thank you to Trudell and Brown for providing budget information.

Old Business: None.

New Business:

1. Updated policy on Right of Way Abandonment.

Mullane explained that a request from a resident regarding an easement had prompted the revision of the outdated policy. Attorney Bill Henn provided this policy statement which is consistent with current law. Popa asked for clarification that this was a revision rather than a replacement and whether a policy number should be referenced. Current policies are listed without numbers.

Motion by Popa, supported by Joyce to adopt the revised policy on Right of Way Abandonment.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

2. Review of draft budget for 2023.

Boyd reviewed the attachments for the proposed budget for 2023. Estimates for revenue are conservative based on actual receipts for the last half of this year. Expenses were reviewed for routine expenses as well as the supporting documentation for maintenance projects tentatively planned for next year. The proposed capital budget and a schedule of personnel costs were presented. The proposed budget would result in an addition of \$360,893 to retained earnings but an analysis of actual cash outlays as compared to cash receipts showed a deficit of \$296,548. Management agrees this is not a cause for concern due to year end account balances as well as budgeted personnel costs that will most likely not actually be incurred and the conservative estimate of revenues. Review and input by the end of the month was requested.

3. Discussion of cost share with Suttons Bay Township for Marek Road improvements.

Mullane reviewed the Homestretch housing project and driveway/road issues related to the construction. Per the submitted letter, Suttons Bay Township has approved \$15,000 towards the road improvement but this is contingent upon road commission participation. The previous estimate from Elmer's was \$90,000 and this is a project that will have to be managed by the road commission. Recommendation to match the \$15,000 authorized by Suttons Bay Township. Mikowski asked where the balance of the funding would come from. It is up to the developer and/or township to raise the remainder. Joyce agreed with a maximum match of \$15,000 but the cost should be on the developer as in previous situations such as this. Popa, Calhoun and Greenan agreed that the road commission's match should not exceed the contribution from the township.

Motion by Popa, support by Joyce to match the \$15,000 contribution authorized by Suttons Bay Township for Marek Road improvements.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Popa drove around Leelanau and Grand Traverse counties over the weekend and commended Leelanau crews for doing a great job, and also thanked Brown for providing budget detail for projects.

Calhoun said excellent job on the budget.

Joyce agreed and also thanked Brown for the detailed project budget and Trudell for the capital budget.

Mikowski thanked the staff and wished all a Happy Thanksgiving.

Greenan concurred with the above statements.

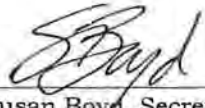
With no more business to conduct, Greenan adjourned the meeting at 2:04 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, December 6, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun and Greg Mikowski. Member John Popa was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the November 22, 2022 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: At 1:10 pm, Greenan opened the public hearing for input regarding the proposed 2023 budget for the road commission. Boyd reviewed primary categories of revenue and expenses with any significant variances between the current year's budget and the proposed budget explained. There were no further questions. Greenan closed the public hearing at 1:16 pm.

Staff Reports:

Mullane: Hired two full time seasonal drivers for Maple City but we are still short 4 drivers in Suttons Bay. Greenan asked about implementation of the Tier System. Testing took place at the pit for two weeks with three employees qualifying for Tier 2 or 3. Continued skills testing will be coordinated with daily operations as allowed. Increased interest is anticipated as more employees qualify for higher tiers. Joyce asked how the tier system applied to shop employees. Pay scale increases are based on additional certifications. There are six certifications available and the associated pay increases correspond to tier system increases for driver/operators. Discussion of how pay was handled for crossover of job responsibilities between shop and road.

Brown: Noted that he had multiple smaller projects and has upcoming trainings.

Trudell: Repairs on the parking garage should be completed by the end of this week. Plow trucks are up and running for all available drivers. Ten trucks, including all state highway trucks, have ground speed controllers which will provide better control over the amount of material spread on roads. Mikowski asked for an approximation of tons/yards to cover the road from Suttons Bay to Traverse City. Depending upon the coverage needed, it should require 350/400 lbs per mile. Annual roof inspections were done and the report will be presented at the next meeting.

Boyd: Reviewed to date MTF receipts and fuel prices.

Old Business:

1. Approval of order placement for two (2) 2023 pickups.

Trudell explained that due to significant price increases one ½ ton pickup was eliminated from the original proposed purchase. This order is for a ½ ton pickup to replace the one currently driven by the engineer and a 1 ton to replace the superintendent's vehicle. Support for the requested vehicles was presented. Joyce asked about the GMC Canyon and Terrain which were also presented in the memo. Mullane explained that this was part of clarifying options in order to make the most favorable financial decision. Joyce stated that purchasing pickups was the most practical route in that an SUV is of limited use.

Motion by Joyce, supported by Mikowski to approve the order placement for one ½ ton pickup and one 1 ton pickup through Todd Wenzel GMC.

Roll call vote: Ayes: Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved

New Business:

1. Discussion and acceptance of bid for lead trailer (2023 capital).

Two bids were received for a lead trailer. Trudell recommended acceptance of the bid from Scientific Brake because a delivery date was specified, the service location is closer, and there is previous favorable history with the company.

Motion by Joyce, supported by Mikowski to accept the bid received from Scientific Brake for a new aluminum dump trailer not to exceed the amount of \$100,608 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Calhoun asked if anything was planned for the crews for Christmas. Mullane said that hams had been ordered. A pig roast is being planned for spring and hopefully there will be better participation. It is difficult to schedule anything now due to having to accommodate weather conditions.

Joyce suggested that the commissioners buy lunch for crews. He thanked Trudell for putting bids together and Boyd for the budget.

Mikowski extended attaboys to staff and crews.

Greenan agreed with above and that it was a good idea to provide lunch.

With no more business to conduct, Greenan adjourned the meeting at 1:37 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

December 20, 2022

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, December 20, 2022 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Garth Greenan, Vice Chair Bob Joyce, Members Jim Calhoun, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the December 6, 2022 regular meeting – approved as presented.

Public Comments: Skip Telgard of Leland commented on the tree removal at the road end at Pine and First in Leland. The permit issued to a local resident to clean up the road end to provide better public access was limited to removal of trees and shrubs with less than 3" diameter but the area was clear cut removing all of the larger trees as well. Trees were removed from an adjacent privately owned lot as well. There was no notification of neighboring landowners. Although trees are prohibited from being planted on road ends, Mr. Telgard requested that new plantings be allowed to partially replace what was cut and that neighbors be allowed input on any future permits issued for work on that road end. Mullane agreed that the work done exceeded what was allowable under the permit issued and that shrubs could possibly be put in. Popa suggested that Mullane work out a restitution arrangement with the person who did the work and report back to the board.

Bruce Carlson, 6401 N. Swede Road, Northport, requested that a Stop Ahead sign be replaced on Swede Road approaching the intersection at Peterson Road as drivers are running that stop sign frequently. Mullane mentioned that there have been no accidents at that location in the last fifteen years and that the radius of the intersection had been carefully planned in the design of it but that directional arrow signage had been ordered for placement in that area. Popa and Greenan said that any needed signage should be added.

Communication Items:

1. Trudell reviewed the roof evaluation received from Springfield Roofing. Overall the roofs are in good condition with only some minor repairs that are scheduled to be done in the spring.
2. Mullane mentioned that registration for a road commissioner refresher course offered by MCRCSIP is now open with 3 dates scheduled for presentation via Zoom. He will register for the January and February dates so all commissioners will have a chance to attend.

Appointments: None.

Staff Reports:

Mullane: Crews are doing a great job plowing and both locations have staff covering the night shift. Michigan Paving & Materials will provide the same pricing for emulsion next year and an extension of the contract will be discussed later in the agenda.

Brown: Noted that he had multiple smaller projects and has upcoming trainings. Joyce asked if he needed help with getting caught up and if there was anything that any of them could do then please let the board know.

Trudell: Items to be disposed of will be listed with the auction site after the first of the year. Repairs on the parking garage have been completed except for painting which will be done in the spring. Joyce asked about the green light bars that are used by Grand Traverse instead of the flashing light system. Trudell agreed that the light bars are very visible but there has been an issue with placement so that the end lights don't reflect back to the driver. A new light is currently being tested on the back of a truck used on M-22.

Old Business:

1. Approval Resolution 22-07 to adopt the 2023 Road Commission budget.

Motion by Popa, supported by Joyce to adopt the following Resolution 22-07 which reads as follows:

BE IT RESOLVED, that a public hearing was held on December 6, 2022 with no oral or written inquiries received regarding the proposed budget, and

BE IT RESOLVED, that this resolution shall be both the general appropriation resolution and the budget adoption resolution of the Leelanau County Road Commission for the year ended December 31, 2023. This resolution adopts proposed revenues and expenditures as presented in the accompanying 2023 budget document. Total revenues for 2023 are adopted as \$8,628,050 and total expenditures as \$8,268,103, and

BE IT FURTHER RESOLVED, that no Leelanau County Road Commission member or employee of the Commission shall expend any funds or obligate any expenditure except pursuant to appropriations authorized by the budget document. Changes in amounts appropriated by the Commission shall require approval of the Commission, and

BE IT FURTHER RESOLVED, that Finance Manager Susan Boyd is hereby charged with general supervision of the execution of the 2023 budget adopted by the Commission, and

BE IT FURTHER RESOLVED, that this resolution is to take effect January 1, 2023.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved

New Business:

1. Approval of 2022 year end budget adjustments.

Boyd provided a brief summary of the requested budget adjustments for year-end 2022.

Motion by Joyce, supported by Mikowski to approve the following list of year-end adjustments.

Revenues:

Increases to: Snow Removal Funds \$40,000; State TWA \$120,000; State Trunkline Audit \$79,000; Permits & Fees \$13,000; Interest Earned \$3,000.

Decreases to: MTF Primary Roads \$225,000; MTF Local Roads \$150,000; Township Contributions \$18,000; Salvage Sales \$17,500; Miscellaneous Contributions \$5,000.

Expenditures:

Increases to: Local Road Preventative \$200,000; State TWA \$120,000; Allowance for Depreciation \$165,000; Direct Operating Expense \$410,000; Indirect Operating Expense \$65,000; Operating Stock \$135,000.

Decreases to: Equipment Rentals \$300,000.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

2. Motion to schedule 2023 Organizational meeting for Tuesday, January 3, 2023 at 1:00 pm.

Motion by Joyce, supported by Mikowski to schedule the 2023 organizational meeting for January 3, 2023 at 1:00 pm.

Ayes: All. Nays: None. Motion is hereby approved.

3. Review and approval of extension of contract with Michigan Paving for emulsion in 2023.

Michigan Paving has proposed the same pricing for 2023 as in 2022. If accepted, emulsion expenses will be approximately \$200,000 - \$300,000 less than what was budgeted depending upon whether they transport or it is done in house again. Joyce asked if we had prices from any other company.

Motion by Joyce, supported by Mikowski to renew the contract with Michigan Paving for 2023.

Roll call vote: Ayes: Popa, Calhoun, Joyce, Mikowski and Greenan. Nays: None. Motion is hereby approved.

4. Approval of 3.5% increase for administrative staff.

Mullane said that the 3.5% increase is consistent with the increase for union employees as per the contract and he will do evaluations at a later date for any other adjustments. Calhoun said that 3.5% is not enough. Joyce agreed and suggested that it be reevaluated and a different amount proposed. Popa suggested that Mullane present again in January with a review of a proposed increase. Joyce suggested a 6% increase with any other adjustments to be presented at the January 3rd meeting. Popa supports what the manager has proposed.

Motion by Joyce, supported by Mikowski approving a 6% increase for administrative staff with the manager to present a review of any other adjustments at the January 3rd meeting.

Roll call vote: Ayes: Mikowski, Joyce, Calhoun and Greenan. Nays: Popa. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Calhoun, Joyce and Mikowski wished all a Merry Christmas and a Happy New Year. Greenan said thank you to all and Merry Christmas.

With no more business to conduct, Greenan adjourned the meeting at 2:05 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest:

Susan Boyd

Susan Boyd, Secretary to the Board