

January 16, 2024 - unapproved

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce at 1:00 pm on Tuesday, January 16, 2024 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chair Robert Joyce, Vice Chair Jim Calhoun, Members Garth Greenan, Greg Mikowski and John Popa. Also present: Manager Brendan Mullane, Engineer Craig Brown, Fleet/Facilities Manager Tim Trudell and Finance Manager/Secretary to the Board Susan Boyd. Guests were present. Public invited to attend via GoToMeetings link.

Agenda: Amended to add Letter to DNR as Item #1 under Communications and Strategic Plan as Item #1 under Discussions. Approved as amended.

Minutes from the January 2, 2024 organizational and regular meetings – approved as presented.

Public Comments: Shirley Dunklow, 470 W. Main Street, Lake Leelanau, updated the board on results of water quality tests done on water in her driveway. Mark Krueger, 13008 N. Forest Beach Shores, Northport, recommended a 1 mil millage request to provide more funding for road maintenance

Communication Items:

1. Mullane's letter to the DNR in response to the trail request made by Benzie Manistee Snowbirds. Letter was presented with supporting documentation. Met with DNR representative, Leelanau County Sheriff, and Snowbird members on Newman Road today. There continue to be safety concerns about the proposed trail route.

Appointments: None.

Discussions: Popa requested that a date be set for a Strategic Plan work session. Commissioners were in support of cancellation of the regular board meeting scheduled for February 6th and holding a work session instead. Popa also requested that an updated outline of the Strategic Plan be sent out prior to the work session.

Staff Reports:

Mullane: Fire departments reported much lower call volumes for downed trees and extended thanks to crews for tree work done over the last few years. Superintendent Priest responded to the recent fire in Leland but it was on a private road so media coverage addressing access issues was misleading. There are still safety issues that need to be resolved before approval of the proposed snowmobile trail on Newman Road. Last week the shoulder of the road was groomed without permission. Placement of any signage that could be interpreted as directing traffic will not be allowed and there is still the public aspect of contacting property owners along the proposed route, which has yet to be done by the Snowbirds group. Discussion of placement of proposed crossings followed. Today's on-site meeting went relatively well and the DNR verbally agreed to submit the permit as it is done in Antrim County. Waiting to receive apportionment calculations for the South Bar Lake Drainage District proposed assessment and will continue to work with the county administrator and treasurer to develop a streamlined and better-defined approach to these assessments. Met with Elmwood Township regarding the Cherry Bend Trail. Brown explained that relocating the proposed trail to the south side will eliminate the need for installing curb and gutter allowing the road to remain as is. The MPO will do the TAP grant application for funding for the bicycle path but the grant has to be submitted by the road commission. Greenan asked how far the trail would go and Brown responded that there were currently two options under consideration. Popa asked about road modifications and timing of the project. Brown explained that no modifications would be required under the current proposal and that the project would be done in 2026 after MDOT work is finished. Mullane mentioned that two applications were received this week with one being a possible candidate for in-house CDL training. He suggested Ms. Dunklow focus on the surface water issue. Joyce asked about the ditch being filled in but the ditch was not dug on her property. In response to Mr. Krueger's suggestion, Mullane explained that there is a difference between renewing a millage and initiating a totally new millage, and that the reference to "reasonable repairs" is very ambiguous. The total projected amount to repair all roads would not come close to being covered by additional millage and even with more funding, the requests for these localized projects would not be solved without township participation. Popa mentioned that the Dunklow driveway issue was a Health Department issue. Mikowski asked if there had been any coverage issues over the weekend. Mullane responded that there had been a few issues over New Years weekend but coverage this weekend went well. He has discussed verbiage addressing this issue with the labor attorney for inclusion in the next contract.

Brown: Asset Management Plans are now complete and a summary of PASER rating results by township is included. Reviewed the spreadsheet which presented road ratings and projected costs for repairs, which totaled \$52,783,500. Bid packages for projects and materials are under review prior to posting. EGLE permits for some of the proposed culvert replacement projects are in process.

Trudell: Four sanders are being rebuilt for installation on the new plow trucks. Parts inventory is in process. Floor drain repairs should be finished in next few weeks. 2024 plow trucks will be delivered here for installation of radios, GPS systems, and decals prior to going to Truck & Trailer. Patrol pickups are still on schedule for February build date. There were call in issues over the New Years holiday but response was so good this weekend that neither Priest or Mack had to come in.

Boyd: Year end is going well. Audit start date was moved back a week to February 19th.

Old Business: None.

New Business:

1. Review and approval of county road millage ballot language for 2024 primary election

Motion by Calhoun, supported by Popa to approve the 2024 road millage ballot language as presented and to ask the County Board of Commissioners to include the road millage renewal in the August 6, 2024 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 2022 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 0.5000 of one (1) mill (\$0.5000 per \$1,000 of taxable value) for a period of two (2) years (2024-2025) inclusive?

If approved and levied in full, this millage will raise an estimated \$1,804,601 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.

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

2. Approval of bid received from Summit Fire Protection for replacement of fire monitoring systems.

Bids were solicited because of ongoing issues, ineffective monitoring and significant repair charges incurred with the current system. One bid was received. The panel at Maple City was hit by lightning and is not operative and the panel at Suttons Bay has been turned off because of the incessant alarms going off. An insurance claim has been submitted for the panel at Maple City with an anticipated \$10-14,000 reimbursement. This would be a replacement of the whole system with all wiring tested and replaced if necessary. Summit offers local support and faster response time. There is a 3-year warranty and installation would be the week following the engineering evaluation. Popa requested to see the bid. Calhoun pointed out that there is significant liability since nothing is being monitored and this decision should not be postponed to a future meeting.

Motion by Popa, supported by Mikowski to accept the bid from Summit Fire Protection dated January 5, 2024 to repair and replace fire monitoring systems at both Suttons Bay and Maple City at a cost of \$51,107, and authorize staff to administer the contract as determined to be in the best interest of the Leelanau County Road Commission.

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

3. Approval of order for 2025 plow trucks.

One bid was received from Stoops Western Star. These orders can be cancelled. Projected build dates would be December 2024/January 2025 to be paid in 2025. These are the same trucks that were ordered for 2024.

Motion by Mikowski, supported by Greenan to accept the bid from Stoops Western Star dated December 12, 2024 for four (4) tandem axle Class 8 plow trucks totaling \$705,524 to be purchased in 2025, and authorize staff to administer the contract as determined to be in the best interest of the Leelanau County Road Commission.

Discussion: Greenan asked if the Asset Management Plan had been updated which Trudell confirmed.

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

4. Acceptance of proposal from Wade Trim for construction engineering services on Gallivan Road LAP project.

Mullane explained that since this project is federally funded a certified inspector is required. The submitted timetable is for eight weeks of work but a more detailed schedule will be submitted prior to the start of the project. Joyce commented that the proposal was very high. Brown said that this project is more involved than previous projects but he doesn't anticipate eight weeks of work since the detour is limited to 28 days. Greenan asked what the total cost of the project was projected to be. Brown responded that it was estimated at \$802,000.

Motion by Greenan, supported by Calhoun to accept the proposal from Wade Trim dated January 10, 2024 for construction engineering services on the Gallivan Road LAP project at the time and material rates listed on the proposal estimated at \$82,000, and authorize staff to administer the contract as determined to be in the best interest of the Leelanau County Road Commission.

Discussion: Joyce requested that it not exceed \$82,000 without express consent prior to incurring additional costs.

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

5. Assignment of commissioner attendance at township meetings.

Spreadsheet showing 2023 attendance was distributed. Greenan suggested keeping the same assigned attendance in order to build continuity. All were in agreement. Mullane will contact townships for dates in February and March.

Motion by Popa, supported by Mikowski to authorize commissioner attendance at township meetings.

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

Public Comment: Mark Krueger stated that his suggestion for increasing the millage request was not related to Cherry Homes and reiterated that annual reporting requirements to the county be followed.

Next Meeting: Strategic Plan Work Session scheduled for February 6, 2024 at 1:00 pm.

Staff Comments: Mullane appreciates Mr. Krueger's comments and will present the required information.

Commissioner Comments:

Popa attended a meeting discussing short term rentals and mentioned that these rentals are considered commercial and as such may involve liability since the driveways were previously approved as residential instead of commercial.
Calhoun said that it has been a difficult week but crews have done an excellent job so hats off to them.
Greenan agreed with Popa that the driveway policies need to be reviewed and possibly modified to address the short-term rental issue.
Joyce said there had been a lot of positive feedback on social media over the weekend and said great job and thanks to Trudell, Priest and Mack for managing crews.

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

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By _____
Robert Joyce, Chairman

Attest: _____
Susan Boyd, Secretary to the Board