

A G E N D A
FOR THE BOARD OF COUNTY ROAD COMMISSIONERS OF
GRAND TRAVERSE COUNTY
SPECIAL BOARD MEETING OF
THURSDAY, JANUARY 8, 2026 – 6:30 P.M.
1881 LAFRANIER ROAD, TRAVERSE CITY MI 49696

Zoom Information:

<https://us02web.zoom.us/j/81362273339>

CALL IN: 1-312-626-6799

WEBINAR ID: 813 6227 3339

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONFLICT OF INTEREST

6. PUBLIC COMMENT

7. ACTION ITEMS

A. Light Poles and Pedestrian Signal Equipment – (CE)

Staff requests the board approve Windemuller to perform accident-related repairs to the light poles and foundations at the Keystone Road/Cass Road Roundabout and Keystone Road/River Road roundabouts, and to repair the pedestrian push button at S. Airport Road and Veterans Drive intersection, in the total amount of \$37,758.

8. PUBLIC COMMENT

9. MANAGER’S COMMENTS

10. COMMISSIONERS’ COMMENTS, QUESTIONS & FUTURE AGENDA ITEMS

11. ADJOURNMENT



"Our mission is to upgrade and maintain a safe and efficient road system"

Date: December 18, 2025

To: Dan Watkins, Manager
Grand Traverse County Road Commission

From: Chris Elliott
Interim Engineering Manager
Grand Traverse County Road Commission

Re: **Approval of Accident-Related Repairs to Light Poles and Pedestrian Signal Equipment**

Background:

On 11/16/25, a light pole at the Keystone Road and Cass Road roundabout was struck, knocking down the pole and damaging the light, pole, and foundation. On 11/20/25, a separate incident occurred at the Keystone Road and River Road roundabout, resulting in similar damage to a light pole, including the light, pole, and foundation. On 11/25/25, an accident at the S. Airport Road and Veterans Drive intersection caused damage to signal equipment on the northwest corner, including the pedestrian push button, its foundation, the buried conduit, and the strain pole.

Electrical work is a specialty item that does not require competitive bidding. Because Windemuller previously installed the light poles at these roundabouts, they were contacted to provide quotes for the repair work. Repairs at the roundabouts will include removal and disposal of the damaged foundations; installation of new light pole foundations; restoration of conduit and electrical connections; and installation of new light poles and fixtures. The quoted cost for each light pole replacement is \$18,079.00.

Repairs at the S. Airport Road and Veterans Drive intersection will include resetting the dislodged pedestrian push button foundation, repairing the buried electrical conduit, and reconnecting the wiring to the push button, for a quoted cost of \$1,600.00.

Recommendation:

Staff recommends approving Windemuller to perform accident-related repairs for a light pole at the Keystone Road and Cass Road roundabout, a light pole at the Keystone Road and River Road roundabout, and the pedestrian push button foundation at the S. Airport Road and Veterans Drive intersection, in the total amount of \$37,758.00.

Attachments:

- Windemuller Quotes for repair

Suggested Motion:

Move to approve Windemuller to perform accident-related repairs to light poles and foundations at the Keystone Road and Cass Road roundabout and the Keystone Road and River Road roundabout, and to repair the pedestrian push button at the S. Airport Road and Veterans Drive intersection, in the amount of \$37,758.00.

CJE/HRA

December 18, 2025

Hayley Avery
Grand Traverse Road Commission
1881 Lafranier Rd.
Traverse City, MI 49696

Dear Hayley,

PROJECT: Grand Traverse County Road Commission
SUBJECT: South Airport & Veterans Dr. Pedestrian Base Repair
PROPOSAL #: CLM25-034

Thank you for considering Windemuller as the preferred contractor to perform Electrical work for the above project. Our budget includes the following:

- Includes time to rework the existing foundation on.
- Includes time to rework existing conduits and wire as needed to straighten the NW pedestrian foundation.
- Includes time to reinstall existing pedestrian push button to reset base.
- Includes testing once completed.
- Site installed back to rough grade due to winter conditions.
- Includes coordination with GTCRC.

Notes:

1. Windemuller will repair and replace equipment if found to be defective for one (1) year after commissioning.
2. If needed any snow removal by GTCRC.

Terms:

1. Our budget is valid for 20 days.

Base Bid Total:

\$1,600.00

One Thousand & Six Hundred Dollars 00/100

Please feel free to call and discuss our Budget in further detail. Please sign, date, and return a copy to me.

Sincerely,



Curtis Moore
Electrical Services Group Manager

Accepted By _____

Printed Name _____

Purchase Order _____

Date _____

December 18, 2025

Hayley Avery
Grand Traverse Road Commission
1881 Lafranier Rd.
Traverse City, MI 49696

Dear Hayley,

PROJECT: Grand Traverse County Road Commission
SUBJECT: Keystone & River Road Light Pole Repair
PROPOSAL #: CLM25-032

Thank you for considering Windemuller as the preferred contractor to perform Electrical work for the above project. Our budget includes the following:

- Includes demo of old concrete base as well as removal and disposal.
- Includes work around the base to disconnect conduit and pull wire back.
- Includes purchase and installation of new base, fixture and pole.
- Includes reworking underground as needed to get light up and running again.
- Site installed back to rough grade due to winter conditions.
- Includes coordination with GTCRC.

Notes:

1. Windemuller will repair and replace equipment if found to be defective for one (1) year after commissioning.
2. If needed any snow removal by GTCRC.

Terms:

1. Our budget is valid for 20 days.

Base Bid Total:

\$18,079.00

Eighteen Thousand & Seventy-Nine Dollars 00/100

Please feel free to call and discuss our Budget in further detail. Please sign, date, and return a copy to me.

Sincerely,



Curtis Moore
Electrical Services Group Manager

Accepted By _____

Printed Name _____

Purchase Order _____

Date _____

December 18, 2025

Hayley Avery
Grand Traverse Road Commission
1881 Lafranier Rd.
Traverse City, MI 49696

Dear Hayley,

PROJECT: Grand Traverse County Road Commission
SUBJECT: Keystone & River Road Light Pole Repair
PROPOSAL #: CLM25-032

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Eighteen Thousand & Seventy-Nine Dollars 00/100

Please feel free to call and discuss our Budget in further detail. Please sign, date, and return a copy to me.

Sincerely,



Curtis Moore
Electrical Services Group Manager

Accepted By _____

Printed Name _____

Purchase Order _____

Date _____