

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

July 9, 2019

The Board of County Road Commissioners of the County of Kent met in the Road Commission Offices.

The regular meeting was called to order by Commissioner Rambo, Chairman at 8:00 a.m.

Present: Commissioners Rambo, Janes, Medema, Morren and VerHeulen, Director of Finance Barcheski and Executive Secretary Luneke.

Excused: Managing Director Warren.

Also present: Deputy Managing Director - Engineering Harrall, Deputy Managing Director - Operations Byrne, Director of Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Finance in charge of Purchasing Wiegerink, and Communication Manager Lamoreaux.

There was no public comment.

The Board discussed minutes of the Board meeting held Tuesday, June 25, 2019.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that the **minutes be approved as written.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

The disbursements for the check run dated June 28, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$32,294.65 in overtime. The detail of construction estimates are as follows:

Contractor	Project	Amount
Brenner Excavating	100 th Street – Eastern Ave. to Kalamazoo Avenue (estimate #2)	\$ 50,976.92
Dean's Landscaping & Excavating, Inc.	Leonard St. and Crahen Ave. intersection realignment (estimate #2)	109,465.25
Kamminga and Roodvoets, Inc.	Lamoreaux Dr. - Alpine Ave. to West River Drive (estimate #6)	163,152.29
Michigan Paving and Materials Company	13 Mile Road – Kenowa Ave. to Fruit Ridge Ave. (invoice #7)	6,837.22
	Kraft Ave. – 28 th St. to 36 th St.	11,951.96
	13 Mile Rd. – Fruit Ridge Ave. to Peach Ridge Ave. (invoice #6)	8,759.92
	Caledonia Trail Phase 1B (invoice #2)	51,452.08
Strain Electric Company	Traffic Signal Installation – West River Dr. and Division Ave. (estimate #2)	82,823.00
	Traffic Signal Upgrade – Wolverine Blvd. and Kroes St. / Courtland Dr. (estimate #3)	8,878.00
	Traffic Signal Upgrade – Vergennes St. and Pettis Ave (estimate #3)	11,725.00
	Traffic Signal Upgrade – 68 th Street and Hanna Lake Ave. (estimate #3)	22,000.00
Wonsey Tree Service	Gaines Culvert #32 (estimate #1)	71,056.00
	Total	\$599,077.64

Director Barcheski stated the General Fund has \$29,055,365.51 remaining after approval of disbursements. Of that amount, \$5,626,842.10 is unavailable operating funds, leaving \$23,428,523.41 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$753,207.88, Construction Estimates of \$599,077.64, Accounts Payables of**

\$1,562,577.46, and Cash Balances and Investments for the check run dated June 28, 2019, are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Director Barcheski reviewed for the Board the Michigan Transportation Fund revenues that were collected in May and received in July. She stated the funds received were \$4,347,796.00, a variance of \$391,223.00 above budget. To date, receipts are 6.3 percent over what was received last year at this time.

The report was received for information.

Managing Director Warren requested authorization for final plat approval for Twin Oaks Plat, Section 5, Lowell Township.

Deputy Managing Director Harrall stated Twin Oaks plat is located south of Foreman Street and west of Cumberland Avenue in Section 5, Lowell Township. The first phase of this multiphase residential plat has been constructed in accordance with the approved plans and KCRC public street standards. This phase includes access to Foreman Street on the north end and existing Woodbushe Drive within Eastgate Woods plat on the south end. There are a total of 42 lots in this phase. The developer is Allen Edwin Homes (Dan Larabel) and the engineer is Roosien & Associates. The developer has provided a bond in the amount of \$59,688.00 to cover final restoration within the plat and along Foreman Street associated with water main work.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema that the Board **authorizes final plat approval for Twin Oaks Plat**, Section 5, Lowell Township, as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Managing Director Warren requested authorization for preliminary plat approval for The Ravines at Inwood No. 2.

Deputy Managing Director Harrall stated The Ravines at Inwood plat is located south of Kuttshell Drive and west of Northland Drive in Section 14, Plainfield Township. The second phase of this residential plat extends Inwood Ridge Drive south approximately 1,000 feet with a temporary street end cul-de-sac. It also connects easterly to Zivert Street, an existing street within Northland Plat, as well as a short semi-circular private street. This phase includes 24 lots for a total of 51 lots in the development. The developer is Kuttshell Development, LLC (Dale Kraker) and the engineer is Nederveld, Inc.

Moved by Commissioner Janes, seconded by Commissioner Morren that **preliminary plat approval is authorized for The Ravines of Inwood No. 2**, Section 14, Plainfield Township, as recommended by Staff and subject to the following special conditions, requirements, and modifications:

1. A current title commit for the parcel to be conveyed that includes all proposed street right of ways for review and evaluation by staff. Existing encumbrances shall be terminated as required or recommended by staff.
2. Proprietor shall acquire termination of encumbrances, easements, restrictions, etc., over, upon, under, etc., in favor of the Board of

County Road Commissioners for that part of the plat that includes all proposed streets or adjoining the plat. Proprietor shall acquire acceptable subordinations of existing mortgages, etc. in favor of the Board of County Road Commissioners for that part of the plat that includes all proposed streets.

3. Proprietor shall coordinate with the United States Post Office for the location of mailbox(es) and shall provide written confirmation from the local postmaster or station master confirming that customer mail delivery requirements conform to their requirements and conform to KCRC requirements as directed by the County Highway Engineer.
4. Proprietor shall provide private utility easements adjoining the proposed streets for private public utilities which shall in no way encroach, nor encumber, proposed street right of way. Recommend coordinating with private public utilities to accommodate their specific requirements to the extent possible.
5. Proprietor is advised to refrain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
6. Proprietor is advised to require that private public utilities design and install their facilities in conformance with the Board's requirements, regulations, specifications, etc., including obtaining highway permit for said private public utility facilities.
7. Lot 34 shall have no vehicle ingress and egress to, from, across, and between for [vehicle] access to Inwood Ridge Drive (public).
8. Temporary turn-around highway easement shall provide at least 10 feet of non-pavement area from the edge of the roadway section to the easement line (17 feet wide highway easements with shown symmetrical residential temporary turn-around).
9. The un-labeled eyebrow 'in-field' area generally bounded by Inwood Ridge Drive (public) and Inwood Ridge Drive – Pvt. (private), and between the two private street approaches for Inwood Ridge Drive – Pvt. (private) shall have no [vehicle] ingress and egress to, from, across, and between Inwood Ridge Drive (public). Furthermore, it is recommended that the said 'in-field' area to be labeled such as to indicate and insure that it shall remain open space or similar park area never to be considered a buildable site.

10. Kent County Road Commission promotes Complete Streets, and permits amenities within the public road right-of-way to the extent practical.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Managing Director Warren requested authorization for preliminary plat approval for Twin Oaks No. 2.

Deputy Managing Director Harrall stated Twin Oaks plat is located south of Foreman Street and west of Cumberland Avenue. Phase two of this residential plat connects 2 temporary street ends and includes 1 permanent cul-de-sac serving the northeast corner of the property. This phase includes 31 lots for a final plat total of 73 lots. The developer is Allen Edwin Homes and the engineer is Roosien & Associates.

Moved by Commissioner Morren, seconded by Commissioner Janes that **preliminary plat approval is authorized for Twin Oaks No. 2**, Section 5, Lowell Township, as recommended by Staff and subject to the following special conditions, requirements, and modifications:

1. Proprietor shall provide title commitment to demonstrate that there are no existing encumbrances within limits of proposed street right of ways.
2. Proprietor shall secure termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners within street rights of ways to the Board's satisfaction as recommended by staff. Proprietor shall secure acceptable subordinations of existing mortgages, in favor of the Board of County Road Commissioners within street right of ways to the Board's satisfaction as recommended by staff.
3. Proprietor shall provide AUTUMN OAK COURT permanent cul-de-sac with a [HMA] pavement radius of at least 45.0 feet and a right of way radius of at least 66.0 feet. The design and layout shall be

satisfactory to the Deputy Managing Director of Engineering and the Deputy Managing Director of Operations.

4. Proprietor shall incorporate United States Post Office customer mail delivery mode requirements in their plat improvements design and construction documents.
5. Proprietor shall provide written confirmation from the United States Post Office local postmaster or station master confirming that customer mail delivery requirements conform to their requirements and conform to KCRC requirements as directed by the County Highway Engineer.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Managing Director Warren requested authorization to advertise for bids on the following:

Contract #19-63: Removal of trees in the road right-of-way on primary and local roads in the northern Townships of Kent County – Primary and Local Routine Maintenance – Trees and Shrubs.

Moved by Commissioner Morren, seconded by Commissioner Janes that Staff is **authorized to advertise for bids on the above-listed contract with bids to be received until 8:30 on the date to be determined**, as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen —5.

Nays: 0.

Deputy Managing Director Harrall gave the Board updates on the primary road construction projects. These projects include road reconstruction, intersection widening, signal improvements, bridge repair and deck and culvert replacements.

Deputy Managing Director Byrne gave the Board updates on the local road construction projects. There are 24 lane miles this construction season and approximately 35% of the road work is complete. The rainfall is 5" above average at this time.

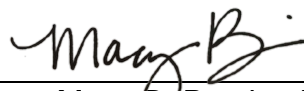
Deputy Managing Director Byrne stated the Maintenance Department is using asphalt rejuvenator, which is a chemical emulsion designed to replenish the asphalt binder that is lost through oxidation and weathering and to extend the service life of roads. It is used on new construction.

The Maintenance Department has been using a Work Release program through the Kent County Sheriff's Department. The correctional crew is comprised of 12 inmates and 2 Deputies.

Deputy Managing Director Harrall stated the Kent County Road Commission has a signed agreement to buy the house at Kraft Avenue and 68th Street for \$81,000.00. The closing will take place at the end of July.

There being no further business to come before the Board, the meeting was adjourned at 8:40 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary