

1500 Scribner Avenue, NW
Grand Rapids, MI 49504

August 14, 2018

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 o'clock a.m.

Present: Commissioners Rambo, Janes, Malone, Medema, and Morren, Managing Director Warren, Director of Finance Barcheski, and Administrative Specialist Luneke.

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

There was no public comment.

The Board discussed minutes of the Board meeting held July 24, 2018.

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

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Malone, and Medema—4.

Nays: 0.

The disbursements for the double check run dated July 27, 2018 and August 10, 2018 were presented to the Board by Director of Finance Barcheski. She stated Payroll

included \$39,433.56 in overtime for check run dated July 27, 2018 and \$42,887.15 in overtime for check run dated August 10, 2018.

The Construction Estimate payments are as follows:

July 27, 2018 Check Run:

Contractor	Project	Amount
Michigan Paving & Materials	Plainfield Township	\$ 90,588.48
	Cannon Township	11,545.81
Rieth-Riley Construction	Cascade Township	211,337.36
	Vergennes Avenue	351,478.71
	Wilson Avenue	346,562.01
	Glen Forest Dr., Shadybrook Dr., County Brook Dr., Gingerbrook Dr.	186,918.59
	Whistlewood Dr., Whistlepipe Dr., Whistlepipe Ct.	87,183.35
Superior Asphalt, Inc.	East Paris Avenue	61,889.08
	Total	\$1,347,503.39

August 10, 2018 Check Run:

Contractor	Project	Amount
Dykema Excavators	Spaulding Avenue	\$ 202,162.35
Michigan Paving & Materials	Plainfield Township	2,297.61
Rieth Riley Construction	Courtland Township	179,362.85
	Cascade Township	790,214.17
	82 nd St., 72 nd St., 64 th St.	106,403.52
Superior Asphalt, Inc.	Grand Rapids Township	356,043.47
	Total	\$1,636,483.97

Director Barcheski stated the cash balances include the Michigan Transportation Fund receipts, which she will review shortly. The General Fund has \$18,276,378.86 remaining after approval of disbursements. There was \$18,601,198.93 in the General Fund at this time a year ago.

Moved by Commissioner Medema, seconded by Commissioner Malone that **Payroll of \$719,481.25, Construction Estimates of \$1,347,503.39, Accounts Payables of \$1,918,248.27, and Cash Balances and Investments for the check run dated July 27, 2018, and Payroll of \$733,845.27, Construction Estimates of \$1,636,483.97, Accounts Payables of \$783,298.13, and Cash Balances and Investments for the check run dated August 10, 2018,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Malone and Medema—4.

Nays: 0.

Director Barcheski reviewed for the Board the Michigan Transportation Fund revenues that were collected in June 2018 and received in August 2018. She stated the funds received were \$3,753,338, an unfavorable variance of \$132,154 from what was budgeted. For the year, the total receipts are \$499,586 more than the budget and are 14.2% over that of last year.

The report was received for information.

Managing Director Warren requested final plat approval for Bretonfield Preserve. Deputy Managing Director Harrall stated Bretonfield Preserve is a residential plat within the City of Kentwood, located north of 60th Street and west of Wing Avenue in Section 14, City of Kentwood. Phase 1 of this plat includes a new street intersection with 60th Street. Since 60th Street is under KCRC jurisdiction, we are required to approve this final plat. The developer is Kentwood Investment and the engineer is Exxel Engineering Inc.

The developer is providing surety of approximately \$500,000 to cover remaining work, which includes road construction within KCRC right-of-way.

Chairman Rambo abstained from the vote due to his employment with the City of Kentwood.

Moved by Commissioner Morren, seconded by Commissioner Medema that the Board **authorizes final plat approval of Bretonfield Preserve**, Section 34, City of Kentwood, as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Janes, Malone, Medema, and Morren—4.

Abstentions: Commissioner Rambo-1

Nays: 0.

Managing Director Warren requested authorization to quit claim excess property west of Edgerton Avenue and south of Rector Street to Algoma Township. Deputy Managing Director Harrall stated that in 1970, after the construction of US-131, KCRC purchased property west of Edgerton Avenue and relocated Rector Street from the Michigan Department of Transportation for \$1,500. Edgerton Avenue borders the east side of the property and Rector Street the north side of the property and the Rogue River flows through the property.

Algoma Township recently contacted KCRC requesting consideration to donate the area outside road right-of-way to the Township, to be incorporated into their planned River's Edge Park. The Township owns approximately 15.8 acres of land and plans to acquire another 3.1 acres this year located just south of the Road Commission parcel.

Staff has reviewed the site and recommends retaining 50' of right-of-way on the west side of Edgerton Avenue and south side of Rector Street, as well as a 150' x 150' vision corner on the southwest corner of the Rector Street / Edgerton Avenue intersection and quit claiming the remaining 1.5 acres to Algoma Township for use as a public park.

The Kent County Road Commission will quit claim the property to Algoma Township with the stipulation that they would accept all property liabilities once the property transfer is complete and handle necessary survey and document development to accommodate the quit claim action.

Moved by Commissioner Janes, seconded by Commissioner Malone that the Board **authorizes to quit claim excess property west of Edgerton Avenue and south of Rector Street to Algoma Township, and authorizes L. R. Cole to act on the Board's behalf during the quit claim process** as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to approve the installation of an "all-way" stop at 13 Mile Road and Pine Island Drive intersection. Director of Traffic and Safety Haagsma stated a multi-way stop warrant study of the intersection has been completed and both the volume and crash warrants are met. Based on this, Staff recommends the installation of an "all-way" stop at this intersection.

Moved by Commissioner Malone, seconded by Commissioner Janes that the Board **authorizes to approve the installation of an all-way stop at 13 Mile Road and Pine Island Drive intersection**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization for six Staff to attend Caterpillar Governmental Training and Safety Days in Peoria, Illinois, September 10-12, 2018. Michigan Cat will cover the cost of lodging and most meals. Kent County Road Commission will be responsible for motor vehicle travel and meals during travel.

Moved by Commissioner Malone, seconded by Commissioner Janes that the Board **authorizes for six Staff to attend Caterpillar Governmental Training and Safety Days in Peoria, Illinois, September 10-12, 2018**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Assistant Director of Finance Wiegerink requested authorization to award bids as follows:

1. Purchase of **two (2) rear mounted flail mowers** – one for the Central Complex and one for the Southwest Complex.

On December 7, 2017, Purchasing received bids for the purchase of one (1) tractor with cab and mounted side and rear flail mowers and one rotary mower. The bid was awarded to both the bidders – awarding the tractor and flail mowers to Flint New Holland and the rotary mower to Bader & Sons.

The Maintenance and Equipment Departments have expressed a need to replace two worn out rear mounted flail mowers in order to complete this year's mowing

season. Flint New Holland has agreed to hold the bid price of \$8,750.00 for the rear mounted flail mower.

Therefore, Staff is recommending the Board's approval to purchase **two (2) Tiger rear mounted flail mowers** and award the bid to **Flint New Holland** at a cost of \$8,750.00 each for a **total cost of \$17,500.00**.

2. Purchase of **seven (7) electronic ground speed oriented controllers** for installation on new cab and chassis trucks – 64,000# GVW and 74,000# GVW.

On November 2, 2017, Purchasing received bids for the purchase of seven (7) electronic ground speed oriented controllers for installation on new cab and chassis trucks. The bid was awarded to the only bidder – Truck and Trailer Specialties.

Truck and Trailer Specialists has agreed to hold the bid price of \$2,778.00 per system.

Therefore, Staff is recommending the Board's approval to purchase **seven (7) electronic ground speed oriented controllers** for installation on new cab and chassis trucks and award the bid to **Truck and Trailer Specialties**, at a cost of \$2,778.00 per system for a **total cost of \$19,446.00** for seven systems.

3. Purchase of **seven (7) hydraulic systems** (operates the dump body, underbody scrapers and spreader systems) for installation on new cab and chassis trucks – 64,000# GVW and 74,000# GVW

On January 9, 2018, Purchasing received bids for the purchase of seven (7) hydraulic systems for installation on new cab and chassis trucks. The bid was awarded to Truck and Trailer Specialties based on the unit prices and system configurations required for the vehicle weight.

Truck and Trailer Specialties has agreed to hold the unit prices of the various pumps, valves, filter assemblies, air controllers and pump accessories as bid. The difference in the price per system is due to the cost for the pump for the 64,000# GVW versus the 44,000# GVW – which the unit price was included in the bid configuration.

Therefore, Staff is recommending the Board's approval to purchase **seven (7) hydraulic systems** and award this bid to **Truck and Trailer Specialties**, Dutton, Michigan, for a **total cost of \$55,915.00** for seven systems.

4. **Contract #18-51: Review and Audit Services of Kent County Road Commission's Financial Statements for five years 2018-2022.**

The Board of County Road Commissioners reserves the right to reject any or all proposals, waive irregularities and to make the award of the contract in any manner deemed in the best interest of the Road Commission.

The selection of the auditing firm is based on the company's expertise, road commission experience and capability.

Staff has evaluated the proposals and based on that evaluation recommends the award of **Contract #18-51 auditing services to Plante & Moran** at a **total contract cost of \$149,800.00** for audit years 2018 to 2022.

Moved by Commissioner Morren, seconded by Commissioner Janes that Staff is authorized to award bids as recommended.

Motion carried by the following vote:

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

Nays: 0.

Assistant Director Wiegerink requested authorization to advertise for bids on the following:

1. Purchase of **two (2) three-quarter ton, 4 x 4 quad cab pickups** for the Maintenance Department.

Moved by Commissioner Janes, seconded by Commissioner Malone that Staff is **authorized to advertise for bids on the above-listed** as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Deputy Managing Director Harrall stated the Annual Act 51 Mileage Certification submittal has been processed and are effective July 1, 2018. The certified mileages are as follows:

<u>County Wide</u>	
Primary:	656.81
Local:	1,307.88

<u>Urban</u>	
Primary:	373.54
Local:	693.94

Deputy Managing Director Harrall stated the Kent County Road Commission, in partnership with Cascade Township, has been awarded Federal Transportation Alternative Program grant funds to construct a non-motorized bridge over I-96 and a pathway along Burton Street from Patterson Avenue to Highridge Hills Lane. The total cost of construction is \$1,979,490 including \$1,286,669 in Federal funds and \$692,821 in local matching funds from Cascade Township.

Managing Director Warren stated the Byron Township Board has passed an ordinance to contain semi-trailer traffic to certain sections of county road. The Township

has the right to regulate the roads, constitutionally. This is the first Township in Kent County to pass such an ordinance. Managing Director Warren will meet with the supervisor within the next 30 days to discuss the affects this ordinance will have for the Kent County Road Commission, the Township and the motoring public. Traffic and Safety Director Haagsma stated the signage will be an added expense. The Kent County Road Commission is not in favor of this ordinance.

Managing Director Warren and Finance Director Barcheski are looking at financing options related to Walkerview and hope to present something to the sub-committee soon.

Commissioner Medema asked what the strategic plan is for trail crossing and striping the roads. Traffic and Safety Director stated the trail crossings and striping are proceeding at a slow rate mostly because of the pavement marking contractors.

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