

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

April 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 and VerHeulen, Managing Director Warren, Director of Finance Barcheski, and Administrative Assistant Luneke.

Excused: Commissioner Morren.

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, Assistant Director in charge of Finance Guerra and Communications Manager Lamoreaux.

There was no public comment.

The Board discussed minutes of the Board meeting held Tuesday, March 26, 2019.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the minutes for the Board Meeting and Closed Session held Tuesday, March 26, 2019 be approved as written.

Motion carried by the following vote:

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

Nays: 0.

The disbursements for the check run dated April 5, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included overtime of \$36,282.82. Construction Estimate payments for this period are as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Michigan Dept. of Transportation	Byron Center Avenue – 84 <sup>th</sup> St. to 64 <sup>th</sup> St.	217.81
	Traffic Signal Upgrades: Patterson Ave. at 68 <sup>th</sup> St. & 84 <sup>th</sup> St. at Clyde Park Ave.	369.21
	Cannonsburg Road at Myers Lake Ave.	492.98
Rieth-Riley Construction Co.	Fruit Ridge Ave. – 10 Mile Road to 12 Mile Road	30,877.11
	<b>Total</b>	<b>31,957.11</b>

Director Barcheski stated the General Fund has \$30,573,974.94 remaining after approval of disbursements. Of that amount, \$4,386,550.11 is unavailable Operating Funds, leaving \$26,187,424.83 in total available Operating Funds.

Moved by Commissioner Medema, seconded by Commissioner Janes that **Payroll of \$684,559.99, Construction Estimates of \$31,957.11, Accounts Payables of \$855,253.22, and Cash Balances and Investments for the check run dated April 5, 2019,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren and VerHeulen — 4.

Nays: 0.

Director Barcheski reviewed for the Board the Michigan Transportation Fund revenues that were collected in February 2019 and received in April 2019. She stated the funds received were \$4,408,161.00, an unfavorable variance of \$638,150.00 from what was budgeted. The funds received were 3.1 percent over last year.

The report was received for information.

Director Barcheski reviewed for the recent Board the Michigan Transportation Fund adjustments. The combined total of the estimated Treasury Overpayment, estimated DOS Overpayment and estimated MTF Reduction is \$1,903,265.90. She stated she will be adjusting the Michigan Transportation Fund budget in the next budget amendment.

The report was received for information.

Managing Director Warren stated Staff would like to schedule the Years of Service Awards presentation. The format will be the same as in the past with the awards at the Complexes beginning at 7:00 a.m. The first is scheduled at the Central Complex (regular Board meeting day) on Tuesday, October 8; at the South Complex on Wednesday, October 9 and at the North Complex on Thursday, October 10, 2019. There will be sixty-one (61) employees that will be receiving awards.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the Board schedule the **Years of Service Awards** for **October 8 at the Central Complex, October 9 at the South Complex** and **October 10 at the North Complex, beginning at 7:00 a.m.**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to sign and execute the Contract Agreement with the Michigan Department of Transportation for the construction work along the Fred Meijer River Valley Rail Trails, Kent, Ionia and Montcalm Counties.

Deputy Managing Director Harrall stated the Fred Meijer River Valley Rail Trails project within Kent, Montcalm and Ionia Counties was included in Michigan Department of Transportation's April 5, 2019 bid letting. The 25 mile trail improvement

project follows abandoned railroad grade between Lowell and Greenville and between Lowell and Saranac. The project was awarded to D. J. McQuestion & Sons, Inc. at a cost of \$2,377,773.95. Funding includes \$1,500,000 Federal TAP (Transportation Alternative Project) funds with the remaining local share funded by Ionia County, the City of Greenville and the Friends of Fred Meijer River Valley Rail Trails, per executed agreement September 11, 2018 Board meeting.

Commissioner Rambo offered the following resolution with reference to execution of the Agreement between the Board of County Road Commissioners of the County of Kent and the Michigan Department of Transportation for the non-motorized path construction work for the Fred Meijer Flat River Valley Rail Trail from M-57 in Greenville to Grand River Avenue (Saranac).

**Resolution for  
Non-Motorized Path Construction work for the  
Fred Meijer Flat River Valley Rail Trail  
From M-57 in Greenville to Grand River Avenue (Saranac)**

**WHEREAS**, Federal TAP funds are available for the non-motorized path construction work for the Fred Meijer Flat River Valley Rail Trail from M-57 in Greenville to Grand River Avenue (Saranac), and

**WHEREAS**, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal Funds, and

**WHEREAS**, Ionia County and Friends of the Fred Meijer River Valley Rail Trails will pay the local match, and

**WHEREAS**, the conditions of the Agreement have been reviewed by the Board of County Road Commissioners of the County of Kent, Michigan.

**NOW, THEREFORE, BE IT RESOLVED**, that Mark E. Rambo, Chairman of the Board of the Kent County Road Commissioners of the County of Kent, Michigan, and

Steven A. Warren, Managing Director, are hereby authorized to execute said Agreement for and on behalf of the Board.

Moved by Commissioner Janes and supported by Commissioner Medema that the Board **adopt the resolution and sign and execute the Agreement for non-motorized path construction work for the Fred Meijer Flat River Valley Rail Trail from M-57 in Greenville to Grand River Avenue (Saranac) with Federal Funds.**

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization for final plat approval of The Woods No. 2, Section 21, Spencer Township.

Deputy Managing Director Harrall stated that the Woods plat is located west of Meddler Avenue and south of 19 Mile Road in Section 21, Spencer Township. The second and final phase of this residential development is currently under construction. The final street layout includes access to 19 Mile Road and one permanent cul-de-sac. There are 14 lots in Phase 2 for an overall total of 29 lots. The developer, Dykema Excavating, Inc. has provided an \$180,000 bond to cover remaining work, including drainage and paving work.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the Board **authorizes final plat approval for The Woods No. 2, Section 21, Spencer Township, as recommended by Staff.**

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to abandon a portion of Alles Drive right-of-way, Section 24, Byron Township.

Deputy Managing Director Harrall stated that the Kent County Road Commission has received a petition from 84<sup>th</sup> Street Development, LLC to abandon a portion of Alles Drive right-of-way southwest of the intersection of 84<sup>th</sup> Street and Byron Commerce Drive. The subject right-of-way is no longer utilized for Alles Drive due to the realignment of Alles Drive in 2001 when Byron Commerce Drive was constructed south of 84<sup>th</sup> Street. The portion requested for abandonment is to accommodate development at this location (Culver's Restaurant).

Staff has reviewed the site and the request and supports the abandonment with a condition that the northeasterly line be moved 10 feet west to better accommodate County drain maintenance and clear vision. On March 25, 2019, Byron Township Board passed a resolution supporting this abandonment request.

Moved by Commissioner Medema, seconded by Commissioner Janes that the Board **authorizes to abandon a portion of Alles Drive right-of-way, Section 24, Byron Township**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to adopt a resolution of support for the 100th Street non-motorized trail TAP Grant application, Section 36, Byron Township.

Deputy Managing Director Harrall stated that Staff is working with Byron Township and the Michigan Department of Transportation on a TAP application for

construction of a non-motorized trail on 100<sup>th</sup> Street to be coordinated and included with the 100<sup>th</sup> Street over US-131 Bridge replacement in 2020. The trail segment extending from the west on/off ramps easterly to Division Avenue will provide a key link for the River to River Trail. The estimated trail cost is \$329,000 with 80% TAP Funds (\$263,000) request and 20% local match (\$66,000) by Byron Township. The grant application requires a resolution of support from the ACT 51 agency.

Commissioner Rambo offered the following resolution of support for the 100<sup>th</sup> Street non-motorized trail Transportation Alternative Project.

**Resolution of Support  
for the  
100<sup>th</sup> Street Non-Motorized Trail  
Transportation Alternative Project**

**WHEREAS**, the Kent County Road Commission is committed to enhancing the County roadway system and works with other local agencies to provide additional pedestrian non-motorized facilities, and

**WHEREAS**, the provisions of non-motorized facilities for pedestrians are eligible Transportation Alternative Program activities, and

**WHEREAS**, the Kent County Road Commission, on behalf of Byron Township, has submitted an application for TAP funding to construct a non-motorized trail in conjunction with the replacement of the 100<sup>th</sup> Street bridge over US-131.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Kent County Road Commissioners requests the Michigan Department of Transportation to proceed with a conditional commitment of Transportation Alternative Program funds for the following estimated project costs:

Total estimated Trail cost:	\$329,000
Federal Funds: (80% TAP)	\$263,000
Local Match: (20% Byron Township)	\$66,000

**BE IT FURTHER RESOLVED that** Byron Township will provide local match funds and Byron Township is responsible for the maintenance of the non-motorized trail after construction is complete. Kent County Road Commission will designate a Project Engineer who shall approve all construction documents, attend the Grade Inspection meeting, pre-construction meeting, and final project review. In addition, the Project Engineer shall be available for meetings with the Michigan Department of Transportation and shall assure that the Project Record Files are maintained.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that the **resolution of support is adopted for the 100<sup>th</sup> Street non-motorized trail Transportation Alternative Project** by the Board and as recommended by Staff.

Motion carried by the following vote:

Yeas: Rambo, Janes, Medema and VerHeulen - 4

Nays: 0

Managing Director Warren requested authorization for one staff (Tim Haagsma) to attend the National Committee on Uniform Traffic Control Devices (NCUTCD) summer meeting in Columbus, Ohio, June 19-21, 2019 with travel expenses covered by NACE.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen to authorize one staff (Tim Haagsma) to attend **the National Committee on Uniform Traffic Control Devices (NCUTCD) summer meeting in Columbus, Ohio, June 19-21, 2019 with travel expenses covered by NACE**, as recommended by Staff.



Motion carried by the following vote:

Yeas: Rambo, Janes, Medema and VerHeulen - 4

Nays: 0

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

1. Purchase of **2019 requirements of Bituminous Patching Materials**, as needed.

Staff is recommending that the Board authorize the award of the bid for the purchase of Bituminous Patching Materials for 2019 to "**All Bidders**", buying in the best interest of the Road Commission and taking into consideration the following:

- Cost
  - Type of material requested
  - Project location
  - Availability of material at the time of demand
  - Quantity discounts
2. Purchase of **2019 requirements of Hot Rubber Crack Sealer and Material for concrete joint repair**, as needed.

Staff is recommending that the bid for 2019 requirements of Hot Rubber Crack Sealer and Material for Concrete Joint Repair be awarded to "**All Bidders**", buying in the best interest of the Road Commission and taking into consideration the following:

- Cost
  - Type of material requested
  - Project location
  - Availability of material at the time of demand
  - Pickup or delivery timing
3. Purchase of **2019 requirements of Ready Mix Concrete** (Concrete curb mixture and concrete patching mixture), as needed.

Staff is recommending that the bid for the purchase of 2019 requirements of Ready Mix Concrete Material be awarded to “**All Bidders**”, buying in the best interest of the Road Commission and taking into consideration the following:

- Cost
  - Type of material requested
  - Project Location
  - Availability of material at the time of demand
  - Quantity discounts
4. **Contract #19-19:** Catch basin cleaning on Local and Primary roads in Kent County for 2019

Staff recommends the Board’s approval to award Contract #19-19, Catch basin cleaning services on local and primary roads in Kent County to **E-4 Solutions**, Southgate, Michigan, lowest responsive and responsible bidder at a cost of **\$75.00 per basin** for a total contract cost of **\$70,200.00** for 936 basins.

5. **Contract #19-20:** Catch basin cleaning on State Trunklines in Kent County for 2019

Assistant Director of Finance in charge of Purchasing Wiegerink stated this contract is 100% funded by the Michigan Department of Transportation and will require AD Board approval prior to commencement.

Staff recommends the Board’s approval to award Contract #19-20: Catch Basin Cleaning Services on State Trunklines in Kent County to **United Resource LLC**, Livonia, Michigan, lowest responsive and responsible bidder at a cost of **\$74.00** for a total contract cost of **\$49,358.00** for 667 basins.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that **Staff is authorized to award the above-listed contracts as recommended** by Staff.

Motion carried by the following vote:

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

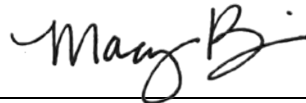
Nays: 0.

Managing Director Warren reviewed for the Board the Governor's Budget Proposal and what impact it will have on the Kent County Road Commission in 2021. The benefits include additional funding for transportation, constitutional protection of revenue source, absence of bonding and maintain indexing. The concern is the proposed allocation of new funding as 70% will go to State Trunklines, which cover 8% of Michigan's roads.

The report was received for information.

There being no further business to come before the Board, the meeting was adjourned at 8:42 a.m.

Respectfully submitted,



---

Macy D. Barcheski, Secretary