

1500 Scribner Avenue, NW
Grand Rapids, MI 49504

April 23, 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, Morren and VerHeulen, Managing Director Warren, Director of Finance Barcheski, and Administrative Assistant Luneke.

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, Human Resource Manager Dennis and Communications Manager Lamoreaux.

There was no public comment.

The Board discussed minutes of the Board meeting held Tuesday, April 9, 2019.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the minutes for the Board Meeting held Tuesday, April 9, 2019 be approved as written.

Motion carried by the following vote:

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

Nays: 0.

The disbursements for the check run dated April 19, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included overtime of \$20,739.80. Construction Estimate payments for this period are as follows:

Contractor	Project	Amount
Kamminga and Roodvoets, Inc.	Lamoreaux Dr. - Alpine Ave. to West River Drive	295,262.05
Strain Electric Company	Traffic Signal Upgrades at Wolverine Blvd. and Kroes St./Courtland Dr.	9,377.44
	Traffic Signal Upgrades at Jupiter Ave., and Rogue River Dr.	84,914.88
	Traffic Signal Upgrades at Vergennes St. and Pettis Ave.	39,517.84
	Traffic Signal Upgrades at 36 th St. and Cascade Rd.	23,034.84
	Total	452,107.05

Director Barcheski stated the General Fund has \$32,390,136.61 remaining after approval of disbursements. Of that amount, \$4,449,713.58 is unavailable Operating Funds, leaving \$27,940,423.03 in total available Operating Funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$657,831.30, Construction Estimates of \$452,107.05, Accounts Payables of (\$4,118.26), and Cash Balances and Investments for the check run dated April 19, 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 the March 2019 Financial Statements for the Board.

The report was received for information.

Director Barcheski presented Budget Amendment 2019-3 to the Board for adoption. She stated MTF revenue is being reduced because of the adjustments from the

State. The Knapp Street reconstruction project, the Byron Culvert #57 project and the Spencer Bridge #10 project scheduled for the 2019 construction season have been moved to the 2020 construction season. Additional funds are being added to Local roads to accommodate projects the Kent County Road Commission will cost-share with Townships.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen to **adopt the Budget Amendment 2019-3 as presented** and as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Commissioner Medema joined the meeting at 8:10 a.m.

Managing Director Warren stated the Bargaining Unit ratified a Settlement Agreement on April 10, 2019 for a new three year contract effective June 1, 2019 – May 31, 2022. Upon the Board's approval, he stated he would develop and execute a new contract incorporating the terms and conditions of the Settlement Agreement.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema that the **Settlement Agreement with the Teamsters Local No. 214 is authorized** by the Board **effective June 1, 2019 – May 31, 2022**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren presented amendments to the County Road Association of Michigan (CRA) Constitution and Bylaws. These are primarily procedural issues to clarify, streamline and modernize the bylaws.

Moved by Commissioner Janes, seconded by Commissioner Morren that the **Board approves the proposed amendments to the County Road Association of Michigan’s Constitution and Bylaws and authorizes the Managing Director to vote on behalf of the Board**, 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 resolution of support for the following Local Bridge Funding applications:

1. **Lowell Bridge No. 16** – Division Street over the Grand River

Lowell Bridge No. 16 carries Division Street over the Grand River. The application for Preventative Maintenance includes replacing bridge expansion joints. The estimated project cost is \$175,000.

Commissioner Janes offered the following resolution in reference to Local Bridge Funding for expansion joint replacement on Lowell Bridge No. 16.

**Resolution for
Local Bridge Funding
Lowell Bridge No. 16 – Division Street over the Grand River**

WHEREAS, Lowell Bridge No. 16, Division Street over the Grand River; is in such condition as to warrant preventative maintenance, and

WHEREAS, the expansion joints on this bridge are in such condition that joint replacement is warranted, and

WHEREAS, preventative maintenance is eligible for Local Bridge Funding, and

WHEREAS, the Kent County Road Commission Engineering Division has prepared an application for Local Bridge Funding for the preventative maintenance on this bridge, and

WHEREAS, the Board of Road Commissioners of the County of Kent have reviewed the application and found it satisfactory.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation by the Michigan Department of Transportation and the Federal Highway Administration in funding this project.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board adopt the resolution supporting **2019 Local Bridge Funding Application for Lowell Bridge No. 16**, Division Street over the Grand River as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

2. **Tyrone Bridge No. 18** – 20 Mile Road over the Rogue River

This single span bridge is located on 20 Mile Road over the Rogue River. The application for rehabilitating the existing bridge includes cleaning and painting and spot replacement of existing steel beams. The estimated project cost is \$200,000.

Commissioner Janes offered the following resolution in reference to Local Bridge Funding for cleaning, painting and beam replacement on Tyrone Bridge No. 18.

**Resolution for
Local Bridge Funding
Tyrone Bridge No. 18 – 20 Mile Road over the Rogue River**

WHEREAS, Tyrone Bridge No. 18, 20 Mile Road over the Rogue River; is in such condition as to warrant rehabilitation, and

WHEREAS, the steel beams of this bridge are in such condition that cleaning and painting and spot beam replacement is warranted, and

WHEREAS, rehabilitation is eligible for Local Bridge Funding, and

WHEREAS, the Kent County Road Commission Engineering Division has prepared an application for Local Bridge Funding for the rehabilitation on this bridge, and

WHEREAS, the Board of Road Commissioners of the County of Kent have reviewed the application and found it satisfactory.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation by the Michigan Department of Transportation and the Federal Highway Administration in funding this project.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board adopt the resolution supporting **2019 Local Bridge Funding Application** for **Tyrone Bridge No. 18**, 20 Mile Road over the Rogue River, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

3. **Tyrone Bridge No. 21 – 18 Mile Road over the Rogue River**

This two span bridge is located on 18 Mile Road over the Rogue River. The application for preventative maintenance includes cleaning and painting the existing steel superstructure and approach guardrail upgrades. The estimated cost is \$200,000.

Commissioner Janes offered the following resolution in reference to Local Bridge Funding for cleaning and painting the Tyrone Bridge No. 21.

**Resolution for
Local Bridge Funding
Tyrone Bridge No. 21 – 18 Mile Road over the Rogue River**

WHEREAS, Tyrone Bridge No. 21, 18 Mile Road over the Rogue River, is in such condition as to warrant preventative maintenance, and

WHEREAS, the steel beams of this bridge are in such condition that cleaning and painting the existing beams is warranted, and

WHEREAS, preventative maintenance is eligible for Local Bridge Funding, and

WHEREAS, the Kent County Road Commission Engineering Division has prepared an application for Local Bridge Funding for the preventative maintenance on this bridge, and

WHEREAS, the Board of Road Commissioners of the County of Kent have reviewed the application and found it satisfactory.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation by the Michigan Department of Transportation and the Federal Highway Administration in funding this project.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board adopt the resolution supporting **2019 Local Bridge Funding Application** for **Tyrone Bridge No. 21**, 18 Mile Road over the Rogue River as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

4. **Plainfield Bridge No. 5** – Packer Drive over the White Pine Trail
Plainfield Bridge No. 12 – Packer Drive over the Rogue River
Plainfield Bridge No. 16 – Rogue River Road over the Rogue River

The application for replacing bridge expansion joints and approach guardrail upgrades includes the following bridges: Plainfield Bridge No. 5, Plainfield Bridge No. 12 and Plainfield Bridge No. 16. The estimated cost is \$350,000. Staff is proposing a 30% Local match to improve committed consideration for funding.

Commissioner Janes offered the following resolution in reference to Local Bridge Funding for expansion joint replacement on three bridges.

**Resolution for
Local Bridge Funding
Plainfield Bridge No. 16 – Rogue River Drive over the Rogue River
Plainfield Bridge No. 12 – Packer Drive over the Rogue River
Plainfield Bridge No. 5 – Packer Drive over the White Pine Trail**

WHEREAS, Plainfield Bridge No. 16, Rogue River Drive over the Rogue River; Plainfield Bridge No. 12, Packer Drive over the Rogue River and Plainfield Bridge No. 5, Packer Drive over the White Pine Trail, are in such condition as to warrant preventative maintenance, and

WHEREAS, the expansion joints on these three bridges are in such condition that joint replacement is warranted, and

WHEREAS, preventative maintenance is eligible for Local Bridge Funding,
and

WHEREAS, the Kent County Road Commission Engineering Division has prepared an application for Local Bridge Funding for the preventative maintenance on these three bridges, and

WHEREAS, the Board of Road Commissioners of the County of Kent have reviewed the application and found it satisfactory.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation by the Michigan Department of Transportation and the Federal Highway Administration in funding this project.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board adopt the resolution supporting **2019 Local Bridge Funding Application** for **Plainfield Bridge No. 16**, Rogue River Drive over the Rogue River; **Plainfield Bridge No. 12**, Packer Drive over the Rogue River, and **Plainfield Bridge No. 5**, Packer Drive over the White Pine Trail as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

5. **Algoma Bridge No. 35** – Edgerton Avenue over the Rogue River
Algoma Bridge No. 49 – Algoma Avenue over the Rogue River

The application for Bridge expansion joint replacement, railing replacement and approach guardrail upgrade on 2 different bridges includes the following bridges: Algoma Bridge No. 35 and Algoma Bridge No. 49.

The estimated cost is \$300,000. Staff is proposing a 30% Local match to improved consideration for funding.

Commissioner Janes offered the following resolution in reference to Local Bridge Funding for expansion joint replacement on two bridges.

**Resolution for
Local Bridge Funding
Algoma Bridge No. 35 – Edgerton Avenue over the Rogue River
Algoma Bridge No. 49 – Algoma Avenue over the Rogue River**

WHEREAS, Algoma Bridge No. 35, Edgerton Avenue over the Rogue River and Algoma Bridge No. 49, Algoma Avenue over the Rogue River are in such condition as to warrant preventative maintenance, and

WHEREAS, the expansion joints on these two bridges are in such condition that joint replacement is warranted, and

WHEREAS, preventative maintenance is eligible for Local Bridge Funding, and

WHEREAS, the Kent County Road Commission Engineering Division has prepared an application for Local Bridge Funding for the preventative maintenance on these two bridges, and

WHEREAS, the Board of Road Commissioners of the County of Kent have reviewed the application and found it satisfactory.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation by the Michigan Department of Transportation and the Federal Highway Administration in funding this project.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board adopt the resolution supporting **2019 Local Bridge Funding Application** for

Algoma Bridge No. 35, Edgerton Avenue over the Rogue River and **Algoma Bridge No. 49**, Algoma Avenue over the Rogue River 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 to sign and execute the Contract Agreement with the Michigan Department of Transportation for the Shaner Avenue at 15 Mile Road Safety Project, Courtland Township.

Deputy Managing Director Harrall stated the Shaner Avenue safety project north and south of 15 Mile Road is included in MDOT's May 3, 2019 bid letting. The project includes road grade modifications, intersection widening and grading backslopes to improve sight distance at the intersection. The estimated project cost is \$331,100. Funding includes \$256,500 Federal High Risk Rural Road funds, with the remaining \$74,600 estimated Local match funded by the Kent County Road Commission.

Moved by Commissioner Janes, seconded by Commissioner Medema that the Board **authorizes signing and executing the Contract Agreement with the Michigan Department of Transportation for the Shaner Avenue at 15 Mile Road Safety Project**, Courtland Township as recommended by Staff.

Managing Director Warren requested authorization to adopt a resolution of support for the 4 Mile Road sidewalk TAP Grant application, Section 36, Alpine Township and Section 31, Plainfield Township.

Deputy Managing Director Harrall stated that Staff is working with Alpine Township on a 2020 TAP grant application for construction of a 5-foot wide sidewalk on the north side of 4 Mile Road. The proposed sidewalk would extend from Yorkland Drive

easterly to West River Drive, providing a pedestrian link from York Creek Apartments to Comstock Park. The estimated cost is \$150,000 with a request for 70% TAP funds (\$105,000) and Alpine Township providing the 30% (\$45,000) Local match. The grant application requires a resolution of support from the Act 51 agency.

Commissioner VerHeulen offered the following resolution of support for the 4 Mile Road sidewalk extension Transportation Alternative Project.

**Resolution of Support
for the
4 Mile Road Sidewalk Extension
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 facilities, and

WHEREAS, the provisions of sidewalk facilities for pedestrians are eligible Transportation Alternative Program activities, and

WHEREAS, the Kent County Road Commission, on behalf of Alpine Township, has submitted an application for TAP funding to construct a sidewalk along 4 Mile Road between Yorkland Drive and West River Drive.

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:	\$150,000
Federal Funds: (70% TAP)	\$105,000
Local Match: (30% Alpine Township)	\$45,000

BE IT FURTHER RESOLVED that Alpine Township will provide local match funds and Alpine Township is responsible for the maintenance of the sidewalk 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 VerHeulen seconded by Commissioner Medema that the **resolution of support be adopted** by the Board and as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

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

1. Purchase of eight (8) **Under Tailgate Sanders** for installation on new cab and chassis trucks.

On January 9, 2018, the Board approved the purchase of four (4) under tailgate sanders for installation on new trucks to Truck & Trailer Specialties, lowest responsive and responsible bidder at cost of \$3,861.00 per sander. Truck & Trailer Specialties is able to hold the bid price for additional sanders.

Therefore, Staff is recommending the Board's approval to purchase eight under tailgate sanders for installation on new cab and chassis trucks to **Truck & Trailer Specialties**, Dutton, Michigan, at a cost of **\$3,861.00** each, for a total cost of **\$30,888.00** for eight.

2. **Contract #19-21**: Gaines #30 – 100th Street 0.45 miles west of East Paris Avenue, Gaines Township – primary bridges and culverts – culvert replacement.

Staff recommends the Board's approval to award Contract #19-21 to **Wonsey Tree Service**, Alma, Michigan, lowest responsive and responsible bidder at a total cost of **\$95,717.00**.

3. **Contract #19-51:** Bronson Street from Ada Drive to River Street and Rix Street from Ada Drive to Adaridge Drive, Ada Township - Local Road Reconstruction – Mill & Fill.

Staff recommends the Board's approval to award Contract #19-51 to **Rieth-Riley Construction Company Inc.**, Wyoming, Michigan, lowest responsive and responsible bidder at a total cost of **\$87,990.90**.

4. **Contract #19-52:** 2019 Ada Township Local Road Reconstruction – Mill & Fill:

- Autumn Drive - Paradise Lake Drive to end
- Far Hill Drive - Paradise Lake Drive to Paradise Lake Drive
- Foxchase Drive - Paradise Lake Drive to Stonybrook Court
- Glen Cove Court - Paradise Lake Drive to end
- Paradise Lake Drive - Hall Street to Ada Drive
- Stonybrook Court - Paradise Lake Drive to end

Staff recommends the Board's approval to award Contract #19-52 to **Superior Asphalt Inc.**, Grand Rapids, Michigan, lowest responsive and responsible bidder at a total cost of **\$234,455.00**.

Moved by Commissioner Janes, seconded by Commissioner Medema 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, Morren and VerHeulen — 5.

Nays: 0.

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

1. **Contract #19-50:** Remove and replace the air handlers at the Central Complex Office, 1500 Scribner Avenue, NW, Grand Rapids, Michigan

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that Staff is **authorized to advertise for bids on the above-listed purchase with bids to be accepted until 8:30 a.m. on a date to be determined** and as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Deputy Managing Director – Operations Byrne updated the Board on winter Maintenance operations and budget as of April 22, 2019. To date, 81.3 inches of snow has fallen. Of note, there have been twenty-four days of freezing rain/drizzle since the first of the year. Staff has worked 28,584 hours of overtime since October 1, 2018. The Road Commission has spent \$5,476,158.00 or ninety-one percent of the \$6,000,000.00 budget. Thirty-eight percent of that amount has been spent on equipment, thirty-three percent on material, and twenty-nine percent on labor.

The Michigan Department of Transportation has spent \$4,181,266.00 of the \$3,901,002.00 budget or one hundred and seven percent. Thirty-eight percent of that amount has been spent on equipment, forty percent on material, and twenty-two percent on labor.

The report was received for information.

Managing Director Warren stated that the County of Kent Board presentation has been moved from June 26, 2019 to June 13, 2019.

Managing Director Warren stated that he has been asked to be on a panel at the "Fixing Michigan's Road Mess: A Grand Rapids Solutions Summit". The summit is being put on by the Grand Rapids Chamber and is scheduled for April 25, 2019.


Managing Director Warren stated that staff reviews will be scheduled soon.

Commissioner Morren questioned what our road specifications are. Deputy Managing Director Harrall stated that specifications differ from one road to another, depending on what the road is used for. The Kent County Road Commission follows guidelines and takes into account the pavement design, number of vehicles and commercial traffic use. Preventative maintenance is the key to a longer road life. The Board thanked Deputy Managing Director Harrall for the education and stated they would like him to educate them further about building roads.

Commissioner Morren gave the Maintenance Department high marks and stated to keep up the great work.

There being no further business to come before the Board, the meeting was adjourned at 8:47 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary