

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

July 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, Medema, Morren and VerHeulen, Managing Director Warren, Director of Finance Barcheski and Executive Secretary 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, Assistant Director of Finance Guerra and Communication Manager Lamoreaux.

There was no public comment.

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

Moved by Commissioner Janes, 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 July 12, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$22,844.17 in overtime. The detail of construction estimates are as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Brenner Excavating	100 <sup>th</sup> Street – Eastern Ave. to Kalamazoo Avenue (estimate #3)	\$248,974.61
Dean’s Landscaping & Excavating, Inc.	Leonard St. and Crahen Ave. intersection realignment (estimate #3)	195,025.31
Kammaing and Roodvoets, Inc.	Lamoreaux Dr. - Alpine Ave. to West River Drive (estimate #7)	519,827.73
Rieth-Riley Construction Company	Cascade Rd. – Forest Hill Ave. to Spaulding Ave. mill & fill (estimate #1)	810,516.37
	Courtland Twp. mill & fill (estimate #2)	239,624.10
	Plainfield Twp. mill & fill (estimates #2 & 3)	263,226.95
	Plainfield Twp. partial mill & fill (estimates #2 & 3)	183,722.53
	Rix St. and Bronson St. mill & fill (estimate #1)	184,459.76
Superior Asphalt, Inc.	Lincoln Lake Ave. - N. City Limit to McPherson St. crush and shape (estimate #3)	7,075.83
	Whitneyville Ave. – 66 <sup>th</sup> St. to 48 <sup>th</sup> St. crush and shape (estimate #1)	374,878.18
	13 Mile Road – Peach Ridge to M-37 mill & fill and crush and shape (estimate #1)	374,537.63
	Walker Ave. – 5 Mile Rd. to 6 Mile Rd crush and shape (estimate #2)	14,295.44
Wonsey Tree Service	Gaines Culvert #32 (estimate #2)	13,175.00
	<b>Total</b>	<b>\$3,429,339.44</b>

Director Barcheski stated the General Fund has \$28,504,070.28 remaining after approval of disbursements. Of that amount, \$6,007,784.52 is unavailable operating funds, leaving \$22,496,285.76 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$722,723.58, Construction Estimates of \$3,429,339.44, Accounts Payables of \$1,254,882.34, and Cash Balances and Investments for the check run dated July 12, 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 June 2019 Financial Statements.

The report was received for information.

Director Barcheski presented Budget Amendment 2019-4 to the Board for adoption.

Following questions, answers and discussion, it was moved by Commissioner Medema, seconded by Commissioner VerHeulen to **adopt the Budget Amendment 2019-4 as presented** and 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 schedule the Township and Local Elected Officials' Dinner meeting. Staff has tentatively reserved Thursday, November 7 at Boulder Creek Golf Club.

Moved by Commissioner Janes and seconded by Commissioner Medema that the Board **schedule the Township and Local Elected Officials Dinner for November 7, 2019 at Boulder Creek Golf Club**, 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 sign and execute an agreement with the Michigan Department of Transportation for the 6 Mile Road pavement replacement project from Fruit Ridge Avenue to west of Walker Avenue, Sections 16 & 17, Alpine Township.

Deputy Managing Director Harrall stated the 6 Mile Road asphalt pavement replacement project between Fruit Ridge Avenue and west of Walker Avenue project is planned for Michigan Department of Transportation's August 9, 2019 bid letting. The work includes crushing and reshaping the existing asphalt pavement and placing 2 courses of new HMA and upgrading existing guardrails. The estimated project construction cost is \$741,000. Funding includes \$500,000 STP Rural funds (purchased from Montcalm County Road Commission) with the remaining \$241,000 local match funds by Kent County Road Commission.

Due to coordination with the 7 Mile Road resurfacing project that is planned to start in mid-August and completed by late September, this 6 Mile Road project will not be completed in the current fiscal year. Staff is recommending the project be deferred to spring 2020, which should result in lower bids. With Board concurrence, an addendum would be sent to all plan holders, notifying prospective bidders of revised project start and completion dates.

Commissioner Morren 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 HMA resurfacing work along 6 Mile Road from Fruit Ridge Avenue to west of Walker Avenue.

**Resolution for  
HMA Resurfacing work along  
6 Mile Road from Fruit Ridge Avenue to west of Walker Avenue**

**WHEREAS**, Federal Funds are available for the HMA resurfacing work along 6 Mile Road from Fruit Ridge Avenue to west of Walker Avenue, and

**WHEREAS**, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal and State Funds, 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 Morren and supported by Commissioner Janes that the Board **adopt the resolution and sign and execute the Agreement for the HMA resurfacing work along 6 Mile Road from Fruit Ridge Avenue to west of Walker Avenue** with Federal Funds, 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 of Railside West No. 6, Section 17, Byron Township.

Deputy Managing Director Harrall stated the Railside West plat is located south of 76th Street and east of Homerich Avenue in Section 17, Byron Township. This phase

extends Amtrak Drive and Byron Depot Drive and includes 2 temporary street endings at the west end of Byron Depot Drive and Amtrak Drive and adds 34 residential lots. The developer is Koetje-Brower, LLC and the engineer is Exxel Engineering.

Moved by Commissioner Janes, seconded by Commissioner Morren that **preliminary plat approval is authorized for Railside West No. 6**, Section 17, Byron Township, as recommended by Staff and subject to the following special conditions, requirements, and modifications:

1. 1. At the time the final plat document is submitted for Board action, Proprietor shall provide 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 Kent County Road Commission 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. 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 final plat approval for Bretonfield Preserve No. 2, Section 34, City of Kentwood.

Deputy Managing Director Harrall stated Bretonfield Preserve Plat Phase #2 is located north of 60th Street and west of Wing Avenue in Section 34, City of Kentwood. Since the southerly border of this phase is the north right-of-way of 60th Street, Kent County Road Commission is required to sign the final plat. The developer, Westview Capital, LLC, has provided a \$435,000 surety to the City of Kentwood for remaining work. The City of Kentwood approved this final plat on July 16, 2019.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that **final plat approval is authorized for Bretonfield Preserve Plat Phase #2**, Section 34, City of Kentwood, as recommended by Staff.

Motion carried by the following vote:

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

Abstain: Commissioner Rambo - 1.

Nays: 0.

Managing Director Warren requested authorization to award bids on the following:

- a. **Contract #19-61:** Purchase of Road Weather Information Systems (RWIS) in a joint bid with the City of East Grand Rapids, City of Grand Rapids, City of Grandville, City of Kentwood, City of Walker and the City of Wyoming.

The road weather information units are a turn-key system that includes the hardware, network design, software, maintenance and warranty commitments. Each system will need to be integrated with an existing weather service such as DTN (Telvent) or NOAA (National Weather Service) and if there is any additional costs associated with, it will be the responsibility of each participating agency.

Kent County Road Commission intends on utilizing 30 units and the remaining units will be distributed amongst the participating agencies. Each agency shall issue their own purchase order / contract agreement for the systems, as required.

Therefore, Staff recommends the Board's approval to award Contract #19-61 to **Frost Control Systems, Inc.**, South Bend, Indiana, lowest responsive and responsible bidder at a cost of **\$2,200.00 per unit** for a total cost of **\$132,000.00 for 60 units**.

- b. **Contract #19-64:** East River Shore Drive, Caledonia Township  
– Local Road Reconstruction – Mill and Fill



Staff recommends the Board's approval to award Contract #19-64 to **Superior Asphalt Company**, Grand Rapids, Michigan, lowest responsive and responsible bidder at a total contract cost of **\$249,255.00**.

- c. **Contract #19-66:** Furnish and Haul 23A Modified Limestone aggregate to two (2) local roads in Spencer Township – Local Road Resurfacing
- Penny Avenue from 21 Mile Road to 22 Mile Road
  - Walander Street from Penny Avenue to Force Avenue

Staff recommends the Board's approval to award Contract #19-66 to **Yellow Rose Transport Inc.** Grandville, Michigan, lowest responsive and responsible bidder at a cost of **\$22.75 per ton** for a total contract cost of **\$108,062.50**.

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, Morren, and VerHeulen — 5.

Nays: 0.

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

- a. Purchase of **one (1) Live Bottom Dump Body Spreader** for installation on a new single axle cab and chassis truck
- b. Purchase of **eight (8) six foot side mounted wing plows** for installation on new single axle cab and chassis trucks
- c. Purchase of **one (1) V-Box material spreader** with pre-wet system for installation on a new single axle cab and chassis truck

Moved by Commissioner Morren, seconded by Commissioner VerHeulen that Staff is **authorized to advertise for bids** on the **above-listed contracts** with **bids to be received until 8:30 o'clock 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.

Managing Director Warren stated that the Board will need to schedule additional time (approximately 2 hours) for the August 13, 2019 Board meeting, which will include discussion of the Draft Strategic Plan and FY2020 Budget.

Commissioner Janes thanked Deputy Managing Director Byrne and Deputy Managing Director Harrall on the nice clean up job the Kent County Road Commission did after the latest storm that came through the area.

There being no further business to come before the Board, the meeting was adjourned at 8:35 a.m.

Respectfully submitted,

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Macy D. Barcheski, Secretary