

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

April 14, 2020

The Board of County Road Commissioners of the County of Kent met remotely via Zoom.

The regular meeting was called to order by Commissioner Rambo, Chair at 8:00 a.m. Chair Rambo stated that all votes will be roll call votes.

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 Traffic and Safety Haagsma, Director of Building and Equipment Roose, Assistant Director of Traffic and Safety Wollner, Assistant Director of Finance in charge of Purchasing Wiegerink and Communications Manager Lamoreaux.

**Item #2      Public Comment**

There was no public comment.

**Item #3      Approval of Minutes**

The Board discussed minutes of the Board meeting held Tuesday, March 24, 2020.

The wording in the minutes regarding Commissioner Janes need to be amended to read that she will continue to recuse herself from voting and discussion on all matters related to design services of the new Central Complex, as she has been.

Moved by Commissioner Morren, seconded by Commissioner Janes that the **minutes be approved and readopt the minutes as modified.**

Motion carried by the following vote:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #4 Disbursements and Cash Balances**

The disbursements for the check run dated April 3, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$7,419.17 in overtime. The detail of construction estimates are as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Dale Dukes & Son	100 <sup>th</sup> Street over US-131 (estimate #1)	55,018.50
Treeworks, Inc.	84 <sup>th</sup> Street – Kalamazoo Avenue to Breton Avenue (estimate #1)	18,712.50
Wonsey Tree Service	Byron Culvert #57 (estimate #3)	17,448.75
		\$91,179.75

Director Barcheski stated the General Fund has \$27,534,148.62 remaining after approval of disbursements. Of that amount, \$5,253,749.11 is unavailable operating funds, leaving \$22,280,399.51 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$654,382.94, Construction Estimates of \$91,179.75, Accounts Payables of \$881,678.78, and Cash Balances and Investments for the check run dated April 3, 2020** is approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #5 Michigan Transportation Fund**

Director Barcheski reviewed the Michigan Transportation Fund revenues that were collected in February 2020. She stated the funds received were \$5,415,562, a variance of \$29,177 less than what was budgeted. To date, receipts are up 17 percent over this time last year.

The report was received for information.

**Item #6 Financial Statements**

Director Barcheski reviewed for the Board the February 2020 Financial Statements.

The report was received for information.

**Item #7 Sign and Execute Contract Agreement**

Managing Director Warren requested authorization to sign and execute the following contract agreement with the Michigan Department of Transportation for Segwun Avenue widening project.

Deputy Managing Director Harrall stated the Segwun Avenue widening project is included in MDOT's May 1, 2020 bid letting. This project includes widening the existing all-season 2-lane roadway to 3-lanes to provide a center-turn lane from 500 feet south on Alden Nash Avenue to Grand River Drive. The estimated project cost is \$971,200. Funding for the

project includes \$713,014 State TED funds with the remaining \$258,186 Local match funded by KCRC.

Commissioner Janes 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 and widening work along Segwun Avenue from Alden Nash Avenue to Grand River Drive.

**Resolution for  
HMA Resurfacing and Widening work along  
Segwun Avenue from Alden Nash Avenue to Grand River Drive  
Contract No. 20-5136**

**WHEREAS**, State funds are available for the HMA resurfacing and widening work along Segwun Avenue from Alden Nash Avenue to Grand River Drive, and

**WHEREAS**, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive 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 Janes and supported by Commissioner Medema that the Board **adopt the resolution and sign and execute the Agreement for the HMA resurfacing and widening work along Segwun Avenue from Alden Nash Avenue to Grand River Drive with State funds**, as recommended by staff.

Motion carried by the following vote:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #8      Quit Claim and Release Highway Agreement**

Managing Director Warren requested authorization to quit claim two road end strips and release highway agreement for Stony Bluff plat.

Deputy Managing Director Harrall stated Stony Bluff plat is located south of Foreman Road between Cumberland Avenue and Alden Nash Avenue in Section 4, Lowell Township. In order to provide clear title to the proprietor of Stony Bluff Plat No. 3, it is necessary for KCRC to quit claim two existing road end strips to Stony Bluff, LLC (James A. Dykema). In addition, release of highway easement for the temporary cul-de-sac on Remington Drive, which is no longer needed since Remington Drive, has been extended to Wales Road.

**Description: Remington Drive**

Part of the NW fractional 1/4 of Section 4, T6N, R9W, Lowell Township, Kent County, Michigan, described as: Commencing at the Southeast corner of Lot 44, Stony Bluff No. 2; thence S59°29'56"W 10.00 feet along the Southerly line of said Lot 44; thence Southeasterly 20.00 feet along a 343.00 foot radius curve to the left, the chord of which bears S32°07'28"E 20.00 feet to the PLACE OF BEGINNING of this description: thence Southeasterly 75.00 feet along a 343.00 foot radius curve to the left, the chord of which bears S40°06'22"E 74.85 feet; thence N43°37'48"E 86.00 feet; thence Northwesterly 71.99 feet along a 257.00 foot radius curve to the right, the chord of which bears N38°20'42"W 71.76 feet; thence N59°40'49"E 10.00 feet; thence Southeasterly 79.20 feet along a 247.00 foot radius curve to the left, the chord of which bears S39°30'1S"E 78.86 feet; thence S43°37'48"W 106.06 feet; thence Northwesterly 87.19 feet along a 353.00

foot radius curve to the right, the chord of which bears N40°55'04"W 86.97 feet; thence N56°09'29"E 10.00 feet to the Place of Beginning.

**Description: Wales Road**

A strip of land located in part of the Southeast one-quarter of Section 4, T6N, R9W, Lowell Township, Kent County, Michigan, described as: COMMENCING at the center of said Section 4; thence North 89°22'05" East 188.97 feet along the East-West one-quarter line of said section to the PLACE OF BEGINNING; thence Northerly 20.07 feet along a 267.00 foot radius curve to the left, the chord of which bears North 05°13'50" West 20.06 feet; thence North 89°22'05" East 68.37 feet; thence Southerly 20.05 feet along a 333.00 foot radius curve to the right, the chord of which bears South 04°19'00" East 20.04 feet to said East-West one-quarter line; thence South 89°22'05" West 66.05 feet to the place of beginning.

**Description: Highway Easement for Temporary Cul-De-Sac**

Part of the Northwest fractional 1/4 of Section 4, T6N, R9W, Lowell Township, Kent County, Michigan, described as: BEGINNING at the Southeast corner of Lot 44, Stony Bluff No. 2; thence N41°35'57" East 70.28 feet to the Southwest corner of Lot 45, Stony Bluff No. 2; thence N64°08'21" East 10.00 feet along the Southerly line of said Lot 45; thence Southeasterly 91.99 feet along a 257.00 foot radius curve to the left, the chord of which bears S36°06'56" East 91.50 feet; thence S43°37'48" West 86.00 feet; thence Northwesterly 95.00 feet along a 343.00 foot radius curve to the right, the chord of which bears N38°26'08" West 94.70 feet to the Southerly line of said Lot 44; thence N59°29'56" East 10.00 feet to the Place of Beginning.

Moved by Commissioner VerHeulen, seconded by Commissioner Morren to authorize to **quit claim the above-described properties and release highway easement for the temporary cul-de-sac on Remington Drive to the developer (James A. Dykema),** as recommended by staff.

Motion carried by the following vote:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #9 Final Plat Approval**

Managing Director Warren requested authorization for final plat approval of Stony Bluff No. 3, Section 4, Lowell Township.

Deputy Managing Director Harrall stated Phase 3 of Stony Bluff Plat has been substantially completed in accordance with the approved plans and KCRC platted street standards. This phase includes the elimination of a temporary cul-de-sac on Remington Drive and a temporary street end on Wales Road, which now provides connectivity to Whispering Hills Plat. There are 25 lots in this phase for a total of 76 lots in the plat. The engineer is Exxel Engineering and the developer is Stony Bluff, LLC (James Dykema). The developer has provided a bond in the amount of \$81,000 to cover the remaining top course paving and restoration work.

Moved by Commissioner Medema, seconded by Commissioner Janes that the Board authorizes **final plat approval of Stony Bluff Plat Phase 3**, Section 4, Lowell Township, as recommended by Staff.

Motion carried by the following vote:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #11 Award of Bids**

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

- a. Purchase of **2020 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 2020 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

- b. Purchase of **2020 requirements of ready mix concrete**, as needed

Staff is recommending that the bid for the purchase of 2020 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

- c. **Contract #20-17:** Replace the underground fuel storage tanks at the North Complex, 11777 White Creek Avenue, Cedar Springs, Michigan

The bid for the replacement of the underground fuel storage tanks included an optional Klear Blue 400 gallon, Apex fleet mini- bulk tank to be furnished and installed by the



contractor, utilizing the current OPW fuel terminal. Staff decided to accept the option for a cost of \$36,916.00.

Therefore, Staff recommends the Board's approval to award Contract #20-17 to **Rohr Gasoline Equipment Inc.**, Byron Center, Michigan, lowest responsive and responsible bidder, with the option as indicated for a total cost of **\$314,201.74**.

d. **Contract #20-35:** 2020 Cascade Township Local Road Reconstruction – Mill and Fill

- Bechalla Drive, from Patagonia Drive to Santiago Drive
- Capitan Drive, from Patagonia Drive to end
- Del Cano Drive, from San Marie Drive to Capitan Drive
- Irene Avenue, from Burton Street to end
- Linda Avenue, from Burton Street to end
- Magellan Drive, from San Antonio to Santiago Avenue
- Patagonia Drive, from Capitan Drive to Bechalla Drive
- Pinta Court, from San Marie Drive to end
- San Antonio Drive, from Magellan Drive to Santiago Court
- San Marie Drive, from Burton Street to Capitan Drive
- Sanitgo Avenue, from Burton Street to Magellan Drive
- Santiago Court, from Santiago Drive to end
- Wendell Street, from Cascade Road to end

Staff recommends the Board's approval to award Contract #20-35 to **Superior Asphalt Inc.**, Grand Rapids, Michigan, lowest responsive and responsible bidder at a **total cost of \$815,550.00**.

e. **Contract #20-56:** Sparta Bridge #38, Alpine Avenue 0.4 mile north of 12 Mile Road, Sparta Township – spot beam replacement, post tensioning and expansion joint replacement

Staff recommends the Board's approval to award Contract #20-56 to **J.E. Kloote Contracting Inc.**, Nunica, Michigan, lowest responsive and responsible bidder at a total cost of **\$156,798.76**.

f. **Contract #20-61:** Burlingame Avenue, from 84<sup>th</sup> Street, south 3,450 feet, Byron Township – Local Reconstruction – Mill and Fill

Staff recommends the Board's approval to award Contract #20-61 to **Superior Asphalt Inc.**, Grand Rapids, Michigan, lowest responsive and responsible bidder at a total cost of **\$126,455.00**.

Moved by Commissioner Janes, seconded by Commissioner Medema that **staff is authorized to award the above-listed purchases and contracts**, as recommended by staff.

Motion carried by the following vote:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #12 Advertise for Bids**

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

- a. Purchase of **2020-2021 requirements of various grader blades, as needed**

Moved by Commissioner Janes, seconded by Commissioner Medema 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:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

**Item #13**    **Comments**

➤        Managing Director Warren stated the safety of the KCRC employees has been the priority. The schedules of the employees have all changed in order to distance everyone. Employees that can work remotely have been. The employees have been taking care of critical safety issues.

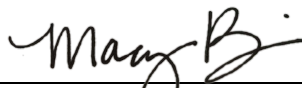
➤        Managing Director Warren stated that the construction season will be held off for the next two weeks, until the end of April. Only mission critical construction work will be done. Some of the 2020 projects will be delayed to next year. There will be a budget amendment coming soon.

➤        Commissioner VerHeulen and the rest of the Board thanked Managing Director Warren for his leadership and keeping his team safe.

➤        Deputy Managing Director Harrall stated there are two projects that are critical projects coming up. The two projects are a Plainfield water main and the Sparta #20 culvert.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:33 a.m.

Respectfully submitted,



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Macy D. Barcheski, Secretary