

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

April 28, 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      Retirement of Mary Wiegerink**

Finance Director Barcheski acknowledged the retirement of Mary Wiegerink, the Assistant Director of Finance in charge of Purchasing. Director Barcheski stated that this is very unconventional, but she wanted to thank Mary for her 31 years of service to KCRC.

Managing Director Warren stated that Mary was a dedicated, hard worker. She was relentlessly pursuing what was the best for the KCRC and she was efficient. Mary was thanked by the staff, the Board and Managing Director Warren.

Chairman Rambo stated he appreciated everything Mary has done. She was very motivated and respected in the Finance field and the City of Kentwood.

Commissioner Morren thanked Mary and stated he was proud to have known her.

**Item #4      Approval of Minutes**

The Board discussed minutes of the Board meeting held Tuesday, April 28, 2020.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the **minutes be approved.**

Motion carried by the following vote:

- Yea:      Commissioner Medema
- Yea:      Commissioner Morren
- Yea:      Commissioner Janes
- Yea:      Vice Chair VerHeulen
- Yea:      Chair Rambo

**Item #5      Disbursements and Cash Balances**

The disbursements for the check run dated April 17, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$43.65 in overtime. The detail of construction estimates are as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Treeworks, Inc.	84 <sup>th</sup> Street – Kalamazoo Avenue to Breton Avenue (estimate #2)	15,612.50
Treeworks, Inc.	84 <sup>th</sup> Street – Division Avenue to Eastern Avenue (estimate #1)	37,398.30
		\$53,010.80

Director Barcheski stated the General Fund has \$32,857,239.13 remaining after approval of disbursements. Of that amount, \$5,213,009.72 is unavailable operating funds, leaving \$27,644,229.41 in total available operating funds.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that **Payroll of \$648,815.01, Construction Estimates of \$53,010.80, Accounts Payables of \$1,344,392.31, and Cash Balances and Investments for the check run dated April 17, 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 #6      2020 Local Bridge Applications for 2023 Funding**

Managing Director Warren requested resolutions of support for the following 2020 Local Bridge Funding applications for 2023 funding:

- a.      **Ada Bridge No. 5** – Knapp Street over the Grand River

Ada Bridge No. 5 carries Knapp Street over the Grand River. The application for Preventative Maintenance includes concrete deck repair and deck surface sealing. The estimated project cost is \$300,000.

Commissioner Medema offered the following resolution in reference to Local Bridge Funding Ada Bridge No. 5.

**Resolution for  
Local Bridge Funding  
Ada Bridge No. 5  
Knapp Street over the Grand River**

**WHEREAS**, the Knapp Street Bridge over the Grand River is in such condition as to warrant preventative maintenance, and

**WHEREAS**, the reinforced concrete deck and has deteriorated to a point that preventative maintenance will alleviate the need for more costly superstructure repairs in the near future, 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 preventative maintenance on this structure, 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 Medema and supported by Commissioner Morren that the Board **adopt the resolution supporting 2020 Local Bridge Funding for Ada Bridge No. 5**, 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

b. **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 \$250,000.

Commissioner Medema 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 Medema and supported by Commissioner Morren that the Board adopt the resolution supporting **2020 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:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

- c. **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 selection committee consideration for funding.

Commissioner Medema 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 Medema and supported by Commissioner Morren that the Board adopt the resolution supporting **2020 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:

Yea: Commissioner Medema

Yea: Commissioner Morren

Yea: Commissioner Janes

Yea: Vice Chair VerHeulen

Yea: Chair Rambo

- d. **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 – Edgerton Avenue over the Rogue River and Algoma Bridge No. 49 – Algoma Avenue over the Rogue River. The estimated cost is \$300,000. Staff is proposing a 30% Local match to improve selection committee consideration for funding.

Commissioner Medema 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 Medema and supported by Commissioner Morren that the Board adopt the resolution supporting **2020 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 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 #7 Vacate portion of Washburn Avenue**

Managing Director Warren requested authorization to vacate a portion of Washburn Avenue within McCord's Plat.

Deputy Managing Director Harrall stated Benjamin J. & Jessica H. DeJager own property located at 8934 52nd Street, SE, on the south side of 52nd Street and west of

McCords Avenue within Section 36, Cascade Township. Their property is divided by Washburn Avenue, an unimproved public right-of-way, within McCord's Plat (1917). The DeJager's have filed a circuit court action to revise the existing plat by combining lots 1 - 6 and lots 25-30; and vacate the portion of Washburn Avenue adjacent to these lots, in order to create 1 lot that they plan to build a house on.

Staff has reviewed the site, as well as all documentation related to this request to vacate a portion of Washburn Avenue and determined consenting to this matter will not impact ingress and egress to other property, and the platted public right-of-way provides no benefit to the Kent County Road Commission.

On February 12, 2020, the Cascade Township Board adopted a resolution supporting this proposed amendment to McCord's Plat.

The Kent County Road Commission has no interest in the proposed vacation; therefore staff recommends consent to this vacation.

Commissioner Janes offered the following resolution with reference to the **consent to vacation of a portion of Washburn Avenue** located in the Northwest 1/4 of Section 36, T06N, R10W, Cascade Township Kent County, Michigan.

**RESOLUTION**  
**Consent to Vacation of a portion of Washburn Avenue**

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of County Road Commissioners of the County of Kent consent to vacating the following platted road right-of-way which is legally described as follows:

That part of **Washburn Avenue** (66 feet wide) in McCord's Plat, Cascade Township, Kent County, Michigan, according to the recorded plat thereof, described as: Commencing at the North 1/4 corner of Section 36, T6N, R10W; thence S89°56'03"W 1483.81 feet along the North line of said Section to the East line of said plat:

thence S00°26'21"E 33.00 feet along said East line to the Northeast corner of Lot 30 of said plat: thence S89°56'03"W 132.00 feet along the North line of said Lot 30 to the Northwest corner of said Lot 30 and the Northeast corner of said Washburn Avenue, and the **Place of Beginning**; thence S89°56'03"W 66.00 feet along the extended North line of said Lot 30 to the Northeast corner of Lot 1 of said plat and the Northwest corner of said Washburn Avenue: thence S00°26'21"E 445.00 feet along the West line of said Avenue to the Southeast corner of Lot 6 of said plat: thence N89°56'03"E 66.00 feet along the extended South line of said Lot 6 to the Southwest corner of Lot 25 of said plat: thence N00°26'21"W 445.00 feet along the East line of said Avenue to the Place of Beginning.

Any existing public utilities or public utility easements must be reserved and preserved within the area formerly comprising this portion of Washburn Avenue.

Moved by Commissioner Janes seconded by Commissioner Morren that the resolution is adopted for the **consent to the above-described portion of Washburn Avenue**, 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**      **Award of Bids**

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

- a. **Contract #20-42:** Purchase of 2020-2021 winter season's requirements of bulk rock salt, as needed, with two one year renewal options (2021/2022 and 2022/2023)

The invitation to bid was sent to four salt companies and three submitted a bid.

On April 23, 2020, bids were received by the Road Commission for the purchase of 2020-2021 Winter Season's Salt requirements. The bidding venture includes the Road Commission, City of East Grand Rapids, City of Grand Rapids, City of Grandville, City of Kentwood, City of Lowell, City of Walker, City of Wyoming, Grand Valley State University, Village of Caledonia and Montcalm County Road Commission with total quantities estimated at 74,650 tons.

Compass Minerals America Inc. bid \$76.98 per ton which was approximately 3% less than their cost per ton of \$79.38 for the 2019-2020 winter season.

The Road Commission and the participating agencies expect to be considered the "Most Favored Customer" regarding salt purchased within Kent County. The Road Commission expects prices for salt delivered to the Kent County Road Commission and participating agencies not to exceed those prices bid to any jurisdiction within Kent County and/or in adjacent north and east counties.

The State of Michigan has not taken bids as of April 28, 2020 and obtaining the results in a timely manner is always an issue. Typically, the State does not release the salt bid awards until late fall. In the past, Purchasing has submitted a request for the bid prices through the FOIA process and will do again once the bids have been received and the information becomes available. Once the bid prices are obtained and reviewed if there are any cost savings to be captured, Purchasing will report back to the Board for the appropriate approval(s).

Therefore, staff is recommending that Contract #20-42, for the purchase of 2020-2021 winter season's requirements of bulk rock salt, as needed be awarded to **Compass Minerals America Inc.**, Overland Park, Kansas at a cost of **\$76.98 per ton**.

b. **Contract #20-62:** M-37, 2,500 feet north of Strickland Road to 1,700 feet south of Strickland Road, Johnston Township, Barry County – Guardrail Installation

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 #20-62: M-37 guardrail installation in Barry County for the Michigan Department of Transportation to **Action Traffic Maintenance Inc.**, Grand Blanc, Michigan, lowest responsive and responsible bidder at a total contract cost of **\$84,418.01**.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen 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 #9**      **Comments**

➤      Managing Director Warren stated that this is a period of transition by changing the employees work schedules and adding more essential activity. KCRC has to continue to follow Governor Whitmer's Executive Order and the safety of our employees is our highest priority.

➤ Managing Director Warren stated that all KCRC complexes continue to be closed to the public. Before entering the complexes, employees must take their temperature and wear a mask. While in the complexes, they must continue to maintain social distancing.

➤ Managing Director Warren stated that public input regarding the strategic plan has been temporarily held off.

➤ Commissioner Morren questioned how the funding will change during this pandemic. Finance Director Barcheski stated there will be a reduction in funding and will give the Board an update after more information is received from MDOT and Department of Treasury in May.

➤ Managing Director Warren stated KCRC does not expect to lay off any of the employees, although the number of seasonal employees hired may be lower than previous years.

➤ Deputy Managing Director Byrne stated there was an informational meeting about Chauncey Avenue on March 4, 2020. There were 50 – 60 people that attended and most were against the project. The Township will not move forward with the project.

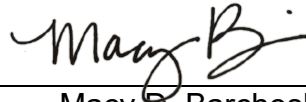
➤ Deputy Managing Director Byrne updated the Board on winter maintenance operations and budget as of April 27, 2020. This season, 52.5 inches of snow has fallen (seasonal average is 75 inches). There have been nine days of freezing rain/drizzle and 11,881 hours of overtime. Since October 1, 2019, the Road Commission has spent \$4,083,208 or 65 percent of the \$6,300,000 budget. 34 percent of that amount has been spent on equipment, 41 percent on material, and 25 percent on labor.

The Michigan Department of Transportation has spent \$3,710,182 of the \$4,566,984 budget or 81 percent. 29 percent of that amount has been spent on equipment, 43 percent on material, and 28 percent on labor.

➤ Deputy Managing Director Byrne stated KCRC normally hires 70 part-time employees. This year, KCRC plans to hire 30 or less. Also, the Kent County Sheriff's Department has suspended the correctional jail crew indefinitely. The Maintenance Department will continue to look at employee risk factors and work on essential projects, such as surface and shoulder repairs, safely and while social distancing.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:50 a.m.

Respectfully submitted,



---

Macy D. Barcheski, Secretary