

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

July 28, 2020

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 VerHeulen, Vice Chair at 8:00 a.m.

Present: Commissioners Janes, Medema, 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, Purchasing Manager Nordstrom, and Communications Manager Lamoreaux.

Excused: Commissioners Rambo and Morren

**Item #2      Public Comment**

There was no public comment.

**Item #3      Approval of Minutes**

The Board discussed minutes of the Board meeting held Tuesday, July 14, 2020.

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

Motion carried by the following vote:

Yeas: Commissioners Janes, Medema, and VerHeulen — 3.

Nays: 0.

**Item #4      Disbursements and Cash Balances**

The disbursements for the check run dated July 24, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$17,303.24 in overtime.

The detail of construction estimates are as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Brenner Excavating	Sparta Bridge #20 – 0.44 mile north of 13 Mile Road – Peach Ridge Avenue (estimate #2 and FINAL)	\$21,726.64
J. E. Kloote Contracting, Inc.	Sparta Bridge #38 – Alpine Avenue over the Rogue River (estimate #2)	47,544.00
Michigan Department of Transportation	Fruit Ridge Avenue – 6 Mile Road to 10 Mile Road (invoice #1)	45,557.67
	44 <sup>th</sup> Street and Patterson Avenue (invoice #4)	52,634.71
	Byron Center Avenue – 92 <sup>nd</sup> Street to 84 <sup>th</sup> Street (invoice #5)	3,500.00
	FM Flat/Grand River Valley Rail Trail (invoice #5)	232,825.18
	100 <sup>th</sup> Street – east and west of 100 <sup>th</sup> Street Bridge over US-131 (estimate #3)	8,558.47
	Knapp Street – east city limit to E. Beltline Avenue (invoice #1)	164,046.12
	Paul Henry Thornapple Trail (Dutton Spur) (invoice #5)	45,956.79
	68 <sup>th</sup> Street – Byron Center Avenue to Burlingame Avenue (invoice #1)	157,535.88
	6 Mile Road – Fruit Ridge Avenue to Walker Avenue (invoice #1)	200,398.51
Michigan Paving and Materials Company	Alpine Township 2020 local roads program (estimate #2)	141,968.64
	Plainfield Township 2020 local roads program (estimate #2)	280,411.05
Miller Development	Spencer Bridge #38 – Larsen Avenue over Clear Creek (estimate #1)	161,414.98
Superior Asphalt, Inc.	Cannon Township 2020 local roads program (estimate #1)	337,131.90
	Gaines Township 2020 local roads program (estimate #1)	100,279.80
	<b>Total</b>	<b>\$2,001,490.34</b>

Director Barcheski stated the General Fund has \$28,402,065.15 remaining after approval of disbursements. Of that amount, \$5,414,770.03 is unavailable operating funds, leaving \$22,987,295.12 in total available operating funds.

**Payroll of \$746,176.91, Construction Estimates of \$2,001,490.34, Accounts Payables of \$1,474,201.96, and Cash Balances and Investments for the check run dated July 24, 2020,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Janes, Medema, and VerHeulen — 3.

Nays: 0.

**Item #5 Financial Statements**

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

The report was received for information.

**Item #6 Purchase of Right-of-Way**

Managing Director Warren requested authorization to purchase right-of-way.

Deputy Managing Director Harrall stated Rick DeRuiter, the owner of property located at 3131 – 84th Street, SE, Section 15, Gaines Township, has agreed to sell additional highway easement along his 84th Street frontage to accommodate the 2021 84th Street reconstruction work between Breton Avenue and Hanna Lake Avenue. The permanent highway easement is 17 ft. x 197 ft. (3,348 sft.); the value of which was determined by independent appraiser David J. VanStensel as \$0.86/sft. The resulting **just compensation is \$2,879.**

**Easement Description:**

A Highway Easement, the exterior boundary of which is described as: Commencing at the Southeast Corner of Section 15, T05N, R11W Gaines Township, thence N89°29'16"W 723.95 feet along the South line of Section 15; thence N00°49'06"E 33.00 feet along the westerly property line to the Point of Beginning; thence N00°49'06"E 17.00 feet along said westerly property line; thence S89°29'16"E 196.93 feet along a line which is parallel with the existing north Right of Way line of 84th Street; thence S00°48'59"W 17.00 feet; thence N89°29'16"W 196.93 feet along the existing northerly Right of Way line of 84th Street to the Point of Beginning. Contains 3,348 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Medema, seconded by Commissioner Janes that **staff is authorized to purchase right-of-way from Rick DeRuiter at 3131 – 84<sup>th</sup> Street, SE, Section 15, Gaines Township**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Janes, Medema, and VerHeulen — 3.

Nays: 0.

**Item #7 First Amendment to Option Agreement**

Managing Director Warren requested approval of the first amendment to the Option Agreement for the purchase of the Scribner property by the City of Grand Rapids. This amendment provides an extension of six (6) months for the Option Agreement to be either exercised or terminated; from February 2021 to August 2021 respectively. It also provides KCRC additional flexibility to complete the new Central Complex project and turn over the Scribner property no later than September 2023, previously September 2022. Other provisions of the Agreement remain the same.

The City Commission approved this Amendment on July 21, 2020.

Moved by Commissioner Medema, seconded by Commissioner Janes to **approve the first amendment to the Option Agreement with the City of Grand Rapids**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Janes, Medema, and VerHeulen — 3.

Nays: 0.

Commissioner Medema questioned how the interviews went with the design firms.

Commissioner Janes recused herself from the discussion and left the meeting at 8:14 a.m.

Managing Director Warren stated there were four firms interviewed. The initial cut was based on their experience with similar projects. The Sub Committee is composed of: Commissioners Rambo and Morren, KCRC staff Managing Director Warren, Finance Director Barcheski, Deputy Managing Director Harrall, Deputy Managing Director Byrne and Consultant James Moyer.

During the interviews, the Sub Committee was reviewing the design firm's experience to see if they are specialized in designing garages and support facilities and finding out the strength of the project manager and team.

The Sub Committee will meet on August 4, 2020.

Commissioner VerHeulen questioned if the Sub Committee had a checklist during the interviews.

Managing Director Warren stated yes, the Sub Committee kept a scoring sheet. The firms received the topics in advance and the Sub Committee anonymously ranked the firms. Commissioner Medema thanked the Sub Committee and appreciates all the detail in the interviews.

Commissioner Janes returned to the Board Meeting at 8:19 a.m.

**Item #8      Advertise for Bids**

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

- a. **Contract 21-01:** North Kent County Guardrail Upgrade – Multiple Locations
- b. **Contract 21-02:** South Kent County Guardrail Upgrade – Multiple Locations
- c. **Contract 21-03:** Bowne Culvert #13 – 84th Street; 0.6 Mile east of Morse Lake Avenue; Installation Only

Moved by Commissioner Janes, seconded by Commissioner Medema that staff is **authorized to advertise for bids on the above-listed purchases with bids to be accepted until 8:30 o'clock a.m. on date to be determined after October 1, 2020** and as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Janes, Medema, and VerHeulen — 3.

Nays: 0.

**Item #9      Award of Bids**

Managing Director Warren requested authorization to award bid on the purchase of **One Front End Loader.**

Staff recommends awarding the purchase of a front end loader to **AIS Construction Equipment**, under MiDeal Contract #071B7700090. In addition, staff suggests including the 5-year extended warranty on the unit as well. This results in a total cost of **\$283,002** for the equipment.

- b. **Contract 20-06**: 21 Mile Road - west of Albrecht Avenue; Furnish and Haul  
23A Limestone

Staff recommends awarding Contract #20-06: 21 Mile Road - west of Albrecht Avenue to **Yellow Rose Transport, Inc.**, the lowest and responsible bidder for a cost per ton of **\$20.75** and total cost of **\$20,542.50**, which is **3.74%** above the estimated cost.

- c. **Contract 20-72**: 21 Mile Road - west of Albrecht Avenue; HMA Paving

Staff recommends awarding Contract #20-72: 21 Mile Road - west of Albrecht Avenue to **Michigan Paving & Materials Co.**, the lowest and responsible bidder for a total cost of **\$54,179.72**, which is **4.96%** above the estimated cost.

- d. **Contract 20-73**: 2020 Caledonia Township Local Roads Program

Staff recommends to award contract #20-73: 2020 Caledonia Township Local Roads Program to **Superior Asphalt, Inc.**, the lowest and responsible bidder for a total cost of **\$255,550**, which is **14.37%** below the estimated cost.

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

Motion carried by the following vote:

Yeas: Commissioners Janes, Medema, and VerHeulen — 3.

Nays: 0.

**Item #10     Board Training and Development Training**

Managing Director Warren stated Chair Rambo had requested a discussion regarding Board Training and Development. Unfortunately, Chair Rambo and Commissioner Morren were not present therefore; the discussion will be planned for a future date.

**Item #11     Comments**

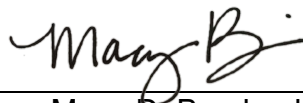
➤ Deputy Managing Director Harrall and Deputy Managing Director Byrne reviewed the progress of the primary and local 2020 road improvements.

➤ Deputy Managing Director Byrne stated that KCRC has purchased a 6,000 gallon dust layer tank and is planning to purchase another one. The tanks will also be used for winter deicing.

➤ Deputy Managing Director Harrall stated the Elstner Avenue public hearing to revoke the Natural Beauty Road designation was held at the Algoma Township offices on July 22, 2020. This item will be on the August 11, 2020 agenda, requesting a decision from the Board.

There being no further business to come before the Board, Vice Chair VerHeulen adjourned the meeting at 9:02 a.m.

Respectfully submitted,



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Macy D. Barcheski, Secretary