

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

June 9, 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 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, Purchasing Manager Nordstrom, 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, May 26, 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 #4 Disbursements and Cash Balances

The disbursements for the check run dated May 29, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$14,059.30 in overtime.

The detail of construction estimates are as follows:

Contractor	Project	Amount
Strain Electric Company	Traffic signal upgrade at 60 th Street & Hanna Lake Avenue (estimate #1)	83,784.70
	Traffic signal upgrade at West River Drive & Lamoreaux Drive (estimate #1)	35,462.00
	Traffic signal upgrade at West River Drive & West River Center (estimate #1)	35,363.00
		\$154,609.70

Director Barcheski stated the General Fund has \$33,331,043.27 remaining after approval of disbursements. Of that amount, \$5,593,126.41 is unavailable operating funds, leaving \$27,737,916.86 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$682,927.23, Construction Estimates of \$154,609.70, Accounts Payables of \$899,567.33, and Cash Balances and Investments for the check run dated May 29, 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 Sale of Excess Right-of-Way

Managing Director Warren requested that the Board authorize the sale of excess right-of-way.

Deputy Managing Director Harrall stated Megan and William Baaremen, property owners at 491 Johnson Street, have contacted staff seeking to purchase a portion of an existing 250-foot x 250-foot triangular shaped right-of-way on the southeast corner of Kraft Avenue and Johnson Street (Section 29, Caledonia Township). The additional property would allow them to subdivide their parcel in order to build another home for their mother.

Engineering and Traffic & Safety staffs have reviewed the request and are comfortable that by retaining a 150-foot x 150-foot vision corner at this intersection, any future widening could be accommodated. A drainage pipe and overflow swale are situated on the parcel being considered for sale. In order to maintain this drainage facility, KCRC would reserve a 20-foot wide easement.

KCRC has valued the property to be sold at \$2,150, which is based upon the "present day value" of the original purchases from 1923 and 1952. The total area that would be purchased from KCRC is 0.30 acres.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema that the Board has **authorized the sale of excess right-of-way on the southeast corner of Kraft Avenue and Johnson Street**, 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 #6 Award of Bids

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

a. Asphalt Hot Box Trailer

Staff recommends awarding the purchase of the asphalt hot box trailer to **Falcon Asphalt Repair Equipment**, under MiDeal contract #071B770092, at a total cost of **\$22,054.01**.

b. Stump Grinder

Staff recommends awarding the purchase of the stump grinder to **Kent Equipment**, who is honoring their previously proposed cost from the bid opening on February 27, 2020. In addition, staff suggests including the option of protective curtains to the purchase. This results in a total cost of **\$11,862.28** for the unit.

Moved by Commissioner Janes, seconded by Commissioner Morren that **staff is authorized to award the above-listed purchases**, 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 **Comments**

➤ Managing Director Warren stated the County of Kent will offer limited public in-person access beginning June 15, 2020. KCRC will follow suit and provide a walk-up counter with plexiglas in the foyer.

➤ The next Board meeting on June 23, 2020 will be located at the Kent County Road Commission offices. Everyone must wear masks and maintain a 6-foot distance. There will be signage, masks and sanitizer at the front counter.

➤ Managing Director Warren stated the option purchase for the Central Complex with the City of Grand Rapids is continuing. The intent is to proceed with a 6 month delay.

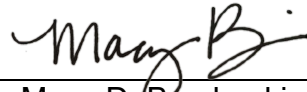
➤ Managing Director Warren stated road improvements are proceeding well and employees are working safely.

➤ KCRC dump trucks were used to block roads in downtown Grand Rapids during the protests. Commissioner VerHeulen questioned if the trucks were damaged, who is responsible. Director Haagsma stated the coverage is under KCRC insurance.

➤ Commissioner Medema would like the Board to receive an update on the strategic plan and how it is being executed.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:28 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Macy B.", written in a cursive style.

Macy D. Barcheski, Secretary