

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

January 26, 2021

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 8:02 a.m.

Roll call attendance and location was taken at the start of the meeting (MCL 15.263(2)(a)(ii):

Commissioner Janes, present, Ada Township, Kent County, Michigan

Commissioner Medema, present, Algoma Township, Kent County, Michigan

Commissioner Morren, present, Caledonia Township, Kent County, Michigan

Commissioner VerHeulen, present, City of Walker, Kent County, Michigan

Chair Rambo, present, Algoma Township, Kent County Michigan

Present: Managing Director Warren, Director of Finance Barcheski, and Executive Secretary Luneke.

Also present: Deputy Managing Director of Engineering Harrall, Deputy Managing Director of Operations Byrne, Director of Building and Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Traffic and Safety Wollner, Human Resource Manager Dennis, Purchasing Manager Nordstrom, Communications Manager Lamoreaux, Planner Rick Sprague, and IT Manager Tim Care.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting and public hearings held Tuesday, January 12, 2021.

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

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated January 22, 2021 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$47,707.25 in overtime.

Director Barcheski stated the General Fund has \$25,205,296.85 remaining after approval of disbursements. Of that amount, \$4,051,345.62 is unavailable operating funds, leaving \$21,153,951.23 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner Janes that **Payroll of \$781,224.50, Construction Estimates of \$0.00, Accounts Payables of \$1,106,634.96, and Cash Balances and Investments for the check run dated January 22, 2021**, 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.

Item #5 Financial Statements

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

The report was received for information.

Item #6 Purchase of Right-Of-Way

Managing Director Warren requested authorization to purchase the following right-of-way for the 84th Street reconstruction project. These are the last parcels KCRC is going to obtain for this project.

- a. Steven J. Kornoelje Protection Trust, **2896 84th Street, SE**, Section 22, Gaines Township.

Deputy Managing Director Harrall stated the Steven J. Kornoelje Trust, the owner of property located at 2896 84th Street SE, has agreed to provide additional highway easement of 17 ft. x 263 ft. (4,463 sft.). The easement is valued at \$0.86/sft. (\$3,838) and compensation for the impact to landscaping is \$1,927, resulting in a total just compensation of \$5,765.

Easement Descriptions:

Commencing at the North 1/4 Corner of Section 22, T05N, R11W Gaines Township, thence S89°29'16"E 584.08 feet along the north line of Section 22; thence S00°52'29"W 33.00 feet along the west property line to the Point of Beginning for this description; thence S89°29'16"E 262.51 feet along the existing south Right of Way line of 84th Street; thence S00°52'29"W 17.00 feet along the east property line; thence N89°29'16"W 262.51 feet along a line parallel with the existing south Right of Way to the westerly property line; thence N00°52'29"E 17.00 feet along said property line to the Point of Beginning. Contains 4,463 Square Feet M/L and is subject to easements and restrictions of record.

- b. John L. & Gloria L. Rocha Trust, **2965 84th Street, SE**, Section 15, Gaines Township.

Deputy Managing Director Harrall stated the John J. and Gloria L. Rocha Trust, the owners of property located at 2965 84th Street SE, have agreed to provide additional highway easement of 17 ft. x 380 ft. (total 6,460 sft.). The easement is valued at \$0.86/sft., resulting in a total just compensation of \$5,555.

Easement Descriptions:

Commencing at the South 1/4 Corner of Section 15, T05N, R11W Gaines Township, thence S89°29'16"E 946.57 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 380.00 feet along a line which is parallel with the existing north Right of Way line of 84th Street; thence S00°49'06"W 17.00 feet; thence N89°29'16"W 380.00 feet along the existing northerly Right of Way line of 84th Street to the Point of Beginning. Contains 6,460 Square Feet M/L and is subject to easements and restrictions of record.

- c. Michael and Cora-Lynne Grammatico, **3127 84th Street, SE**, Section 15, Gaines Township.

Deputy Managing Director Harrall stated the Michael and Cora-Lynne Grammatico, the owners of property located at 3127 84th Street SE, have agreed to provide additional highway easement of 17 ft. x 100 ft. (total 1,700 sft.). The easement is valued at \$0.86/sft. (\$1,462) and compensation for the impact to landscaping is \$375, resulting in a total just compensation of \$1,837.

Easement Descriptions:

Commencing at the Southeast Corner of Section 15, T05N, R11W Gaines Township, thence N89°29'16"W 527.00 feet along the South line of Section 15; thence N00°48'59"E 33.00 feet along the westerly property line to the Point of Beginning; thence N00°48'59"E 17.00 feet along said westerly property line; thence S89°29'16"E 100.00 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 100.00 feet along the existing northerly Right of Way line of 84th Street to the Point of Beginning. Contains 1,700 Square Feet M/L and is subject to easements and restrictions of record

Moved by Commissioner Morren, seconded by Commissioner Medema that **staff is authorized to purchase the above right-of-way**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #7 Sign and Execute Title Sheet

Managing Director Warren requested authorization to sign and execute the title sheet for the 68th Street asphalt pavement replacement project between Division Avenue and Eastern Avenue.

Deputy Managing Director Harrall stated the 68th Street asphalt pavement replacement project is ready to bid through MDOT. Work includes removing the existing asphalt pavement and placing 2 courses of new HMA pavement between Division Avenue and Eastern Avenue. The estimated project cost is \$911,000. Funding for the project includes 80% Federal National Highway System (NHS) funds capped at \$717,000 and the remaining \$194,000 Local match provided by KCRC.

Moved by Commissioner Morren and seconded by Commissioner Janes that the **title sheet** for the **68th Street asphalt pavement replacement project is signed and executed**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #8 Action on Public Hearings

Managing Director Warren stated Public Hearings were held on Tuesday, January 12, 2021 for two 2021 local road projects.

Deputy Managing Director Harrall stated the first hearing was for Local Road Construction of 16 Mile Road between Pennington Avenue and Algoma Avenue. There were 3 residents that participated in the meeting. They were in favor of the project and had questions related to staking that was recently done and drainage. Solon Township has agreed to pay 55% of the project cost.

The second hearing was for Local Road Construction of 16 Mile Road between Shaner Avenue and Myers Lake Avenue. There were 2 residents that participated in the public hearing. They were in favor of the project and one wanted to know the process to get the next section of 16 Mile Road east of Myers Lake paved. Courtland Township and Nelson Township have agreed to split the 55% Township share of the project cost.

Moved by Commissioner Janes, seconded by Commission Morren that the **proposed improvements for the above-listed projects are authorized by the Board** as presented at the Public Hearings, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #9 Preliminary Plat Approval

Managing Director Warren requested authorization for preliminary plat approval of Stony Bluff No. 4.

Deputy Managing Director Harrall stated Stony Bluff plat is located south of Foreman Street and west of Alden Nash Avenue in section 4, Lowell Township. The fourth phase of this residential plat includes extending Old Gun Club Drive to the west property line of the plat, for future public street connection, and connecting Rifle Drive to Old Gun Club with the construction of Kimber Woods Drive. This phase includes 29 lots, bringing the development total to 105 lots. The developer is Stony Bluff LLC (Mike Berg) and the engineer is Exxel Engineering.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that preliminary plat approval is authorized for Stony Bluff No. 4, Section 4, Lowell Township, as

recommended by staff, and subject to the following special conditions, requirements, and modifications:

1. At the time the Final Plat document is submitted for Board action, the proprietor shall provide title commitment to demonstrate that there are no existing encumbrances within limits of proposed street right of ways for review and evaluation by staff.
2. Proprietor shall acquire termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners for that part of the land division that includes all proposed public streets.
3. Proprietor shall acquire acceptable subordinations of existing mortgages, etc. in favor of the Board of County Road Commissioners within the proposed public street right of way.
4. Proprietor is advised to abstain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
5. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.
6. 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.
7. 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.
8. 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 KCRC requirements as directed by the County Highway Engineer.
9. The temporary turn-around highway easement shall provide at least 10 feet of non-pavement area from the edge of the roadway section to the easement line (17 feet wide highway easements with shown symmetrical residential temporary turn-around).

10. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public streets.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Item #10 Consent to Quiet Title (Tabled January 12, 2021)

Chair Rambo stated the request for adoption of a resolution for consent to Quiet Title of abandoned portion of Stauffer Drive, Section 7, Algoma Township was tabled at the January 12, 2021 Board meeting.

Moved by Commissioner VerHeulen and supported by Commissioner Medema that the Board remove the tabled request for further discussion.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Deputy Managing Director Harrall stated Stauffer Drive is located west of Lymburner Avenue along the east side of Camp Lake in Section 7, Algoma Township. On June 28, 2016, the Board of County Road Commissioners passed a resolution to abandon the portion of Stauffer Drive (platted as Florence Avenue) adjacent to lots 1 through 23 within Idlewild Plat. The owners of lots 4 and 18 have filed a suit through Kent County Circuit Court seeking quiet title to the portion of Stauffer Drive that is between their 2 lots.

The property owners may withdraw circuit court action for quiet title because it does not extinguish the platted right-of-way. The counsel representing the Plaintiff will be meeting with the Algoma Township assessor prior to deciding whether or not to move forward with the Circuit Court Action.

Moved by Commissioner Morren and supported by Commissioner Janes that the Board **table the resolution for consent to Quiet Title of abandoned portion of Stauffer Drive**, Section 7, Algoma Township, **until there is further information.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Item #11 Advertise for Bids

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

- a. **2021 Blanket Approval** for Road Projects on State, Primary, & Local Roads
- b. **Contract #21-14:** Traffic Signal Upgrades at Three Intersections
- c. **Contract #21-24:** Rehabilitation of Spencer #8

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that staff is **authorized to advertise for bids on the above listed purchases with bids to be accepted until 8:30 a.m. 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.

Item #12 Purchase Bid

Managing Director Warren requested authorization to purchase the following:

- a. **Bid #21-EQU-22:** Brush Chipper

Staff recommends awarding the purchase of a Brush Chipper to **Vermeer Midwest**, under Sourcewell Contract #062117-VRM, at a total cost of **\$56,149.**

- b. **Bid #21-EQU-23:** Durapatcher

Staff recommends awarding the purchase of a Durapatcher Trailer Mounted Patcher unit to **Alta Equipment Company**, under MiDeal Contract #171180000001052, at a total cost of **\$67,400**.

c. **Bid #21-EQU-24**: Two (2) Roller Attachments for Motor Graders

Staff recommends awarding the purchase of two (2) Roller Attachments to **Michigan CAT**, under Sourcewell Contract #032119-CAT, at a per unit cost of **\$39,217.50**, and total cost of **\$78,435**.

Moved by Commissioner Morren, seconded by Commissioner Janes to **authorize to purchase for the above listed**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Item #13 **Award of Bids**

Managing Director Warren requested authorization to award bids received for the following:

a. **Bid #21-ENG-01**: Bridge Beams for Sparta #28
Furnish Bridge Beams for Rehabilitation of Sparta #28
13 Mile Road Over the Rogue River, 0.2 Miles West of Alpine Avenue

Staff recommends awarding Bid #21-ENG-01: Bridge Beams for Sparta #28 to **Peninsula Prestress Co.**, the lowest and responsible bidder, for a cost per foot of **\$432.90** and total cost of **\$49,999.95**.

b. **Contract #21-12**: Bridge Rehabilitation for Sparta #28
Spot Beam Replacement and Deck Waterproofing and
Resurfacing of Sparta #28 - 13 Mile Road Over the Rogue River,
0.2 Miles West of Alpine Avenue

Staff recommends awarding Contract #21-12: Bridge Rehabilitation for Sparta #28 to **J.E. Kloote Contracting, Inc.**, the lowest and responsible bidder, for a total cost of **\$177,232**, which is **17.39%** above our estimated cost.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen to **authorize award of bids for the above listed** as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren and VerHeulen — 5.

Nays: 0.

Item #14 Strategic Plan Survey Results

Communications Manager Lamoreaux presented an overview of the Strategic Plan's survey results for the Board.

The Kent County Road Commission partnered with Public Sector Consultants to field an electronic survey to gauge the public's perceptions of the work of the road commission. The survey follows a year of work to finalize the 2021 Strategic Plan.

The survey was fielded between December 7 and 21, 2020. KCRC promoted the survey on their website, through social media, and using other communication tools. A total of 74 individuals completed the survey.

The survey shows KCRC as being very responsive. The relative importance is maintenance and plowing of roads.

The Board was very pleased with the survey.

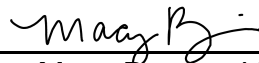
Item #15 Comments

➤ Director of Finance Barcheski introduced the new IT Manager, Tim Care. Managing Director Warren stated that Tim will be a great asset for the new Central Complex.

- Managing Director Warren stated that Phase 1 of the new complex at Walker View is out for bid. We are eagerly awaiting the results of the bids.
- Director of Finance Barcheski stated the audit will be presented at the next Board meeting.
- Director of Finance Barcheski stated KCRC has submitted expenses for reimbursement through the CARES Covid Relief Fund and is anticipating receiving about \$180,000.

There being no further business to come before the Board, the meeting was adjourned at 8:49 a.m.

Respectfully submitted,



Macy Barcheski, Secretary