

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

March 23, 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 8:00 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, Assistant Director of Maintenance Roon, Director of Building and Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Traffic and Safety Wollner, Assistant Director of Finance Guerra, Human Resource Manager Dennis, IT Manager Care, Purchasing Manager Nordstrom, Communications Manager Lamoreaux, and Project Engineer Easterly.

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 9, 2021, and Public Hearing held March 16, 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 March 19, 2021 were presented to the Board by Director of Finance Barcheski. She stated payroll included \$21,140.28 in overtime.

The detail of construction estimates are as follows:

Contractor	Project	Amount
Michigan Department of Transportation	FM Trail Phase 5 (invoice #7)	\$25,039.50
	100 th Street Trail – south side of 100 th Street from SB US-131 ramps to Division Street (invoice #8)	9.30
	100 th Street east and west of 100 th Street Bridge over US-131 (invoice #8)	5,483.17
	100 th Street engineering (invoice #3-4-21)	4,437.61
	68 th Street – Burlingame Avenue to Clyde Park Avenue (invoice #4)	79,376.13
	100 th Street – east and west of 100 th Street Bridge over US-131 (invoice #9)	3,878.32
		\$118,224.03

Director Barcheski stated the General Fund has \$27,775,967.75 remaining after approval of disbursements. Of that amount, \$4,882,355.86 is unavailable operating funds, leaving \$22,893,611.89 in total available operating funds.

Director Barcheski presented a detail of the new central complex project for the Board. This is a living document that the Board will receive each meeting that covers the

estimated cost, current expenditures, project-to-date expenditures, and the remaining cost of the project. The total estimated cost as of March 23, 2021 is as follows:

Estimated Cost	\$45,814,402
Current Expenditures	474,284
Project-to-Date Expenditures	1,266,591
Remaining Cost	44,073,526

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$728,219.04, Construction Estimates of \$118,224.03, New Central Complex Expenditures of \$474,284.07, Accounts Payables of \$601,155.07, and Cash Balances and Investments for the check run dated March 19, 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 of Finance Barcheski reviewed for the Board the February 2021 Financial Statements

The report was received for information.

Item #6 2021 Strategic Plan

Managing Director Warren requested approval of the 2021 Strategic Plan. The draft plan has been available on KCRC's website for several weeks. The response to the plan has been very positive.

Moved by Commissioner Morren, seconded by Commissioner Janes that the Board **approve the 2021 Strategic Plan,** as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Commissioner Morren thanked KCRC for the work involved. Managing Director Warren stated that Communications Manager Lamoreaux deserves most of the credit.

Item #7 2021 Act 51 Road Certification

Managing Director Warren presented the Act 51 2021 Road Certification to the Board for their review and adoption.

Deputy Managing Director Harrall stated the 2021 Act 51 mileage certification is due in Lansing by March 31, 2021. The changes in certification submitted to MDOT will include an overall increase of 3.46 miles. This is attributed to 3.58 miles of new local streets and a decrease of 0.12 mile due to roadway decertification and abandonments.

As of December 31, 2020, certified road miles are as follows:

- Primary Roads 657.46 miles (no change from previous year)
- Local Roads 1317.49 miles (representing a 3.46-mile increase)

Moved by Commissioner Janes and seconded by Commissioner Medema that the Board **approves and executes the Act 51 2021 Road Certification**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Board Action on Public Hearing

Managing Director Warren stated the Public Hearing was held on Tuesday, March 16, 2021 to remove the Natural Beauty Road designation on Packer Drive between Las Vegas Drive and Van Dam Drive.

Deputy Managing Director Harrall stated this action is necessary for KCRC to permit the installation of new water main along Packer Drive. The water main will provide water to homes along Packer Drive impacted by PFAS.

Several residents and Plainfield Charter Township Superintendent Cameron VanWyngarden participated in the public hearing. The public comment was positive toward the proposed water main work but concerned about tree removal. Many had questions and concerns related to the process to have the Natural Beauty Road designation reinstated sometime after completion of the water main.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that staff is **authorized to revoke the Natural Beauty Road designation on Packer Drive** from Las Vegas Drive to Van Dam Drive, as recommended by staff.

Motion carried by the following vote:

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

Commissioner VerHeulen stated that KCRC should keep as many trees as possible.

Commissioner Medema questioned how likely the Natural Beauty Road designation will be reinstated.

Chair Rambo stated that if there is a trail project in the future, the designation would be put on hold; however, if there is no trail project, Plainfield Charter Township will reinstate it.

Item #9 Sign and Execute Agreement

Managing Director Warren requested authorization to sign and execute an agreement with the Michigan Department of Transportation for the 100th Street reconstruction work.

Deputy Managing Director Harrall stated the 100th Street reconstruction project between Kalamazoo Avenue and Hanna Lake Avenue was bid on March 5, 2021 and the low bidder was Brenner Excavating with a price of \$2,538,135.75, approximately 11% below the \$2,850,000 engineer's estimate. Project funding includes \$895,000 Federal STP Rural Funds, as well as \$1,158,467 STP Rural funds purchased from Montcalm CRC (\$932,000) and Newaygo CRC (\$226,467) with the remaining \$484,668.75 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 road reconstruction work along 100th Street from Kalamazoo Avenue easterly 1 mile (Part A) and 100th Street 1 mile east of Kalamazoo Avenue to Hanna Lake Avenue (Part B).

**Resolution for
Road Reconstruction work along
100th Street from Kalamazoo Avenue easterly 1 mile (Part A) and
100th Street 1 mile east of Kalamazoo Avenue to Hanna Lake Avenue (Part B)
Job #'s 206871CON and 206873CON**

WHEREAS, Federal Funds are available for the road reconstruction work along 100th Street from Kalamazoo Avenue easterly 1 mile (Part A) and 100th Street 1 mile east of Kalamazoo Avenue to Hanna Lake Avenue (Part B), and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal and 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 road reconstruction work along 100th Street from Kalamazoo Avenue easterly 1 mile (Part A) and 100th Street 1 mile east of Kalamazoo Avenue to Hanna Lake Avenue (Part B) with Federal Funds.**

Motion carried by the following vote:

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

Nays: 0.

Item #10 Advertise for Bids

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

- a. **Contract #21-48:** Catch Basin Cleaning on Primary & Local Roads in Kent County
- b. **Contract #21-49:** Catch Basin Cleaning on State Trunklines in Kent County
- c. **Contract #21-50:** Testing & Balancing Services for Phase One of New Central Complex Construction
- d. **Bid #21-ENG-02:** Precast Concrete Box Culverts & End Sections
- e. **Bid #21-ENG-03:** Concrete Culvert Pipe & Components
- f. **Bid #21-MNT-16:** Ready Mix Concrete
- g. **Bid #21-MNT-18:** Liquid Pothole Filler Material
- h. **Bid #21-MNT-19:** Rapid Set Asphalt & Concrete Repair Material
- i. **Bid #21-TRA-01:** Traffic Signal Components & Controllers

Moved by Commissioner VerHeulen, seconded by Commissioner Morren 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 #11 Award of Bids

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

- a. **Contract #21-24:** Spencer Bridge #8
Rooksby Street, 0.2 mile west of Harvard Avenue

Staff recommends awarding Contract #21-24: Spencer Bridge #8 to **Wonsey Tree Service Inc.**, the lowest responsive and responsible bidder, at a total cost of **\$100,917**, which is **33.39% below** the estimated cost.

- b. **Contract #21-29:** Trash Removal Services in Kent County - MDOT

This contract is 100% funded by the State of Michigan - Department of Transportation and will require MDOT approval prior to commencement.

Staff recommends awarding Contract #21-29: Trash Removal Services in Kent County to **Special Multi-Services, Inc.**, of Detroit, MI, the lowest responsive and responsible bidder, at **\$28.33 per hour**, and a total cost of **\$220,974** for both areas.

- c. **Contract #21-31:** Gaines Township Local Roads Program

Staff recommends awarding Contract #21-31: Gaines Township Local Roads Program to **Black Gold Transport, Inc.**, the lowest responsive and responsible bidder, for a total cost of **\$360,051.80**, which is **12.30% below** the estimated cost.

- d. **Contract #21-33:** Alden Nash Avenue - Fulton Street to Foreman Street, Crush and Shape

Staff recommends awarding Contract #21-33: Alden Nash Ave, Crush and Shape to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder, for a total cost of **\$353,622**, which is **9.84% below** the estimated cost.

- e. **Contract #21-35:** 16 Mile Road – Shaner Avenue to Myers Lake Avenue, Reconstruction

Staff recommends awarding Contract #21-35: 16 Mile Road reconstruction to **Dean's Landscaping & Excavating, Inc.**, the lowest responsive and responsible bidder, for a total cost of **\$525,515.07**, which is **15.53% below** the estimated cost.

Moved by Commissioner Janes, seconded by Commissioner Morren 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 #12 **Comments**

➤ Managing Director Warren stated the property at Walker View looks very different. The trees have been cut, soil erosion and sedimentation controls are in place and the contractors are pushing dirt this week. KCRC will send out pictures to the Board.

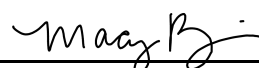
➤ Managing Director Warren stated the U. S. Congress passed a 1.9 trillion-dollar package. There is no direct allocation to road commissions, however we have received money from the previous Cares Act.

➤ The Board will meet in person beginning April 13, 2021.

➤ Commissioner Morren would like to visit the Walker View site after the next meeting.

There being no further business to come before the Board, the meeting was adjourned at 8:32 a.m.

Respectfully submitted,



Macy Barcheski, Secretary