

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

May 11, 2021

The Board of County Road Commissioners of the County of Kent met in the Road Commission office.

The regular meeting was called to order by Commissioner Rambo, Chair at 8:01 a.m.

Present: Commissioners Rambo, Janes, Morren, and VerHeulen, Managing Director Warren, Director of Finance Barcheski and Executive Secretary Luneke.

Absent: Commissioner Medema.

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, Assistant Director of Maintenance Roon, Project Engineer Easterly, IT Manager Care, Communications Manager Lamoreaux, James Moyer - KCRC Representative, Marty Ruitter – Hobbs+Black Architects, and Tim Marcus – OAK.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, April 27, 2021.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the

minutes be approved as written.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated April 30, 2021 were presented to the Board by Director of Finance Barcheski. She stated payroll included \$11,785.36 in overtime.

The Construction Estimates for this period is as follows:

Contractor	Project	Amount
		April 30, 2021
J.E. Kloote Contracting, Inc.	Sparta Bridge #28 – 13 Mile Road over the Rogue River (estimate #1)	\$95,066.00
Michigan Dept. of Transportation	84 th Street – Division Avenue to Eastern Avenue (invoice #1)	1,556.57
	Segwun Avenue – Alden Nash Avenue to Grand River Drive (invoice #5)	132,272.81
	FM Flat/Grand River Valley Rail Trail (invoice #8)	69,384.77
	100 th Street Trail – south side of 100 th St. from SB US-131 ramps to Division St. (invoice #9)	269.04
	100 th Street – east and west of 100 th Street Bridge over US-131 (invoice #9)	7,672.53
	100 th Street Engineering (invoice #4/6/21)	6,204.29
	76 th Street over Buck Creek (invoice #6)	3,404.30
	6 Mile Road – Fruit Ridge Avenue to Walker Avenue (invoice #5)	1,000.00
	100 th Street – east and west of 100 th Street Bridge over US-131 (invoice #9)	4,322.80
Total		\$321,153.11

Director Barcheski stated the General Fund has \$33,511,959.92 remaining after approval of disbursements. Of that amount, \$5,985,594.41 is unavailable operating funds, leaving \$27,526,365.51 in total available operating funds.

Director Barcheski presented a detail of the new central complex project for the Board. The total estimated cost as of May 11, 2021 is as follows:

Estimated Cost	\$45,814,402
Current Expenditures	125,911
Project-to-Date Expenditures	1,525,372
Remaining Cost	44,163,118

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$720,147.73, Construction Estimates of \$321,153.11, New Central Complex**

Expenditures of \$125,911.38, Accounts Payables of \$1,085,599.74, and Cash Balances and Investments for the check run dated April 30, 2021, are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #5 Michigan Transportation Fund

Director Barcheski reviewed the Michigan Transportation Fund revenues that were collected in March 2021. She stated the funds received were \$4,650,871, a variance of \$185,853 less than what was budgeted. To date, receipts are down 0.8 percent over this time last year.

The report was received for information.

Item #6 April 2021 Financial Statements

Director of Finance Barcheski reviewed for the Board the April 2021 Financial Statements.

The report was received for information.

Item #7 Revenue Replacement Request to Kent County

Managing Director Warren stated some American Rescue Plan funds have been allocated to Kent County. KCRC is eligible to receive these funds in the form of a transfer. Mr. Warren has prepared a letter to Kent County Administrator/Controller Wayman Britt requesting an allocation due to KCRC's reduced revenue in the preceding and current fiscal years.

Commissioner VerHeulen questioned if the new complex is eligible for the ARPA funds. Managing Director Warren stated it is a possibility and will identify the new complex in the letter.

Managing Director Warren requested the Board's authorization to submit this request on the Board's behalf to Wayman Britt.

Moved by Commissioner Janes, seconded by Commissioner Morren to **authorize the request to submit a letter on the Board's behalf to Wayman Britt, with the addition of the new complex**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #8 **Quiet Title**

Managing Director Warren requested authorization to designate a representative for KCRC in court for dismissal of a Circuit Court complaint.

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 previously filed a suit through Kent County Circuit Court seeking quiet title to the portion of Stauffer Drive (paper street platted right-of-way) that is between their 2 lots.

After meeting with Algoma Township and their legal counsel, the Plaintiff's William and Jayne Wolf have filed Circuit Court action to "Dismiss Without Prejudice", their previous complaint to Quiet Title, platted land adjacent to their property (lots 4 and 8 within Idlewild Plat).

Staff requests the Board designate William Horn (Mika Myers) to represent KCRC in court for dismissal of this Circuit Court complaint.

Moved by Commissioner VerHeulen, seconded by Commissioner Morren to **authorize to designate William Horn (Mika Myers) to represent KCRC in court for dismissal of this Circuit Court complaint**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen — 4.

Nays: 0.

Item #9 Sign and Execute Agreements

Managing Director Warren requested that the Board sign and execute the following agreements with the Michigan Department of Transportation

- a. **Tyrone Bridge #18** – 20 Mile Road over the Rogue River, bridge rehabilitation project

Tyrone Bridge No. 18, bridge rehabilitation project on 20 Mile Road over the Rogue River is included in the May 7, 2021 MDOT bid letting. The estimated project cost is \$351,400. Funding for the project includes 95% Local Bridge funds (80% Federal and 15% State) totaling \$333,830 and the remaining \$17,570 Local match will be provided by KCRC.

Commissioner Morren 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 rehabilitation work for the Tyrone Bridge No. 18, structure #5038, which carries 20 Mile Road over the Rogue River.

**Resolution for
Rehabilitation Work for the
Tyrone Bridge No. 18, Structure #5038
20 Mile Road over the Rogue River
Contract #21-5093**

WHEREAS, Federal and State participation is available for the rehabilitation work for the Tyrone Bridge No. 18, structure #5038, which carries 20 Mile Road over the Rogue River, 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 Morren and supported by Commissioner Janes that the Board **adopt the resolution and sign and execute the Agreement for the rehabilitation work for the Tyrone Bridge No. 18, structure #5038, which carries 20 Mile Road over the Rogue River with Federal and State Funds.**

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren, and VerHeulen – 4.

Nays: 0.

b. **Fruit Ridge Avenue pavement replacement project** – between 4 Mile Road and 6 Mile Road

The Fruit Ridge Avenue, asphalt pavement replacement project is included in the May 7, 2021 MDOT bid letting. Work includes crushing and shaping the existing asphalt

pavement and placing 2 courses of new HMA pavement from 4 Mile Road north to 6 Mile Road. The estimated project cost is \$847,300. Funding for the project includes \$640,000 Federal STP Flex funds (purchased from Newaygo CRC for \$0.75/\$1.00) and the remaining \$207,300 Local match will be provided by KCRC.

Commissioner Morren 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 HMA crush and shape and resurfacing work along Fruit Ridge Avenue from 4 Mile Road to 6 Mile Road.

**Resolution for
HMA Crush and Shape and Resurfacing work along
Fruit Ridge Avenue from 4 Mile Road to 6 Mile Road
Contract No. 21-5135**

WHEREAS, Federal Funds are available for the HMA crush and shape and resurfacing work along Fruit Ridge Avenue from 4 Mile Road to 6 Mile Road, and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal 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 Morren and supported by Commissioner Janes that the Board **adopt the resolution and sign and execute the Agreement for the HMA crush and shape and resurfacing work along Fruit Ridge Avenue from 4 Mile Road to 6 Mile Road with Federal funds**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Morren and VerHeulen — 4.

Nays: 0.

Item #10 Preliminary Plat Approval

Managing Director Warren requested authorization for preliminary plat approval of Boulder View West.

Deputy Managing Director Harrall stated Boulder View West plat is located north of Cannonsburg Road and west of Brewer Avenue in Sections 23 & 24, Plainfield Township. On May 14, 2019, the Board gave preliminary plat approval of Boulder View West. The developer is requesting Board approval again prior to May 14, 2021, when the previous approval expires. This residential plat has access to Cannonsburg Road and Brewer Avenue and includes 1 stub street to the west for a future phase. This phase of the multi-phase plat includes 24 lots. The developer is Grand Rapids Gravel Company and the engineer is Exxel Engineering.

The plans being proposed are the same as previously approved.

Moved by Commissioner Morren, seconded by Commissioner Janes that **preliminary plat approval is authorized for Boulder View West Plat**, 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 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.
5. 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.
6. Proprietor is advised to refrain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
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 remove and replace pavements placed to facilitate mining operations site access on the proposed Boulder View Drive alignment from the shoulder of Cannonsburg Road northward into the site.
9. Proprietor shall provide additional road right of way triangles: (a) 10 feet by 10 feet at the northwest and northeast corners of Boulder View Drive and Cannonsburg Road; (b) 10 feet by 10 feet at the northwest and southwest corners of Boulder View Drive and Brewer Avenue; (c) 15 feet by 15 feet at the northwest corner of Brewer Avenue and Cannonsburg Road.
10. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.

11. 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, Morren, and VerHeulen — 4.

Nays: 0.

Item #11 Award of Bids

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

a. **Contract #21-34:** Northland Drive – Richie Avenue to Lake Street, Resurfacing

Staff recommends awarding Contract #21-34: Northland Dr. - Ritchie Avenue to Lake Street, Resurfacing to **Superior Asphalt, Inc.**, the lowest responsive and responsible bidder for a total cost of **\$1,019,550**, which is **16.38%** below the estimated cost.

b. **Contract #21-52:** On-Call Pavement Marking Services
2021 requirements with two, one-year renewal option, as needed

Staff recommends awarding Contract #21-52: On-Call Pavement Marking Services to **M & M Pavement Marking, Inc. & P.K. Contracting, Inc.**, contracting in the best interest of the Road Commission.

The contractor, selected at the time of need, will be based on their bid cost, location, and availability.

c. **Contract #21-55:** Furnish and Install Concrete Storage Bins at North Complex

To meet the estimated budget, and to get a better estimation of the current prices for the work, staff requested for two separate pricing to be submitted from bidders, with the Road Commission's ability to choose either option.

Following the post-bid review process, staff recommends awarding Contract #21-55: Furnish & Install Concrete Storage Bins at North Complex, to **Kent County Concrete, LLC**,

the lowest responsive and responsible bidder, for a total cost of **\$132,594.54**, which is **9.40%** below the estimated cost.

d. **Contract #21-57: Spencer Township Local Roads Program**

Staff recommends awarding Contract #21-57: Spencer Township Local Roads Program to **Michigan Paving & Materials Co.**, the lowest responsive and responsible bidder for a total cost of **\$230,337.80**, which is **23.08%** below the estimated cost.

Moved by Commissioner Janes, 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, Morren and VerHeulen — 4.

Nays: 0.

Item #11 **Comments**

➤ Director of Building and Equipment Roose stated that the auctions by Rangerbid dated January 1st, 2021 and February 16, 2021, and the sale of equipment by Alta Equipment Company and Michigan CAT, resulted in a total of **\$267,028** being reimbursed to KCRC.

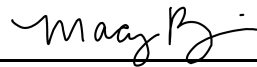
➤ Managing Director Warren stated the County Road Association of Michigan's annual IMPRESS Awards recognize county road agencies that demonstrate innovation with special projects. KCRC was honored for excellence in operations (Culvert Rehabilitation) and collaboration (Joint COVID-19 Storm Response Plan).

➤ Managing Director Warren stated KCRC was recognized by the MIOSHA Ambassador Program.

➤ Marty Ruiter of Hobbs+Black Architects and Tim Marcus of OAK gave an update on the new Central Complex. Managing Director Warren stated the completion target date is February 2023.

There being no further business to come before the Board, the meeting was adjourned at 9:00 a.m.

Respectfully submitted,



Macy Barcheski, Secretary