

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

April 26, 2022

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 Mark Rambo, Cynthia Janes, David Morren, and Robert VerHeulen, Managing Director Steve Warren, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke.

Absent: Commissioner Dave Medema

Also present: Deputy Managing Director of Engineering Wayne Harrall, Director of Traffic and Safety Tim Haagsma, Director of Human Resources Michael Dennis, Director of Building and Equipment Roose, IT Manager Tim Care, Purchasing Manager Andrew Nordstrom, Communications Manager Maura Lamoreaux, Project Engineer Eric Easterly, Right-of-Way Office Manager L. R. Cole, Human Resource Coordinator Courtney Clifford, and Tim Marcus from OAK.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting and Public Hearing held Tuesday, April 12, 2022, and the Special Board meeting and Closed Session held Tuesday, April 19, 2022.

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

Motion carried by the following vote:

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

Nays: 0.

Absent: Commissioner Morren

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated April 15, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$14,484.00 in overtime.

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of April 26, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	47,123,354
Current Expenditures	5,118
Project-to-Date Expenditures	20,611,148
Estimated Remaining Cost	\$26,512,206

Director Barcheski stated the General Fund has \$50,748,157.71 remaining after approval of disbursements. Of that amount, \$5,950,353.06 is unavailable operating funds, leaving \$44,797,804.65 in total available operating funds.

Commissioner Morren joined the meeting at 8:06 a.m.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that **Payroll of \$748,332.36, Construction Estimates of \$0.00, New Central Complex Expenditures of \$5,118.45, Accounts Payables of \$1,754,129.62, and Cash Balances and Investments for the check run dated April 15, 2022,** 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 **March 2022 Financial Statements**

Director of Finance Barcheski reviewed for the Board the March 2022 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 from the following:

- a. Denny and Jennifer Dennis, **3245 84th Street**, Section 14, Gaines Township

Deputy Managing Director Harrall stated Denny and Jennifer Dennis at 3245 84th Street have agreed to provide additional right-of-way along 84th Street of 7,528 sft. (17 ft. x 443 ft.) valued at \$0.45/sft. plus \$1,100 for landscape removal for a total just compensation of \$4,487.

Easement Description:

Commencing at the Southwest Corner of Section 14, T05N, R11W Gaines Township, thence S89°00'24"E 225.00 feet along the South Line of said Section; thence N00°48'59"E 33.00 feet to the existing Northerly Right of Way line of 84th Street (for this property) and the **Point of Beginning**; thence continuing N00°48'59"E 17.00 feet along the Westerly property line; thence S89°00'24"E 442.81 feet along a line which is parallel with the North Right of Way line of 84th Street to the Easterly property line; thence S00°45'02"W 17.00 feet along said property line to the existing Northerly Right of Way line of 84th Street; thence N89°00'24"W 442.81 feet along said existing Southerly Right of Way line of 84th Street to the Point of Beginning. Contains 7,528 Square Feet M/L and is subject to easements and restrictions of record.

- b. Matthew and Kristen McLaughlin, **3333 84th Street**, Section 14, Gaines Township

Deputy Managing Director Harrall stated Matthew and Kristen McLaughlin at 3333 84th Street have agreed to provide additional right-of-way along 84th Street of 5,792 sft. (17 ft. x 341 ft.) valued at \$0.63/sft. for a total just compensation of \$3,700.

Easement Description

Commencing at the Southwest Corner of Section 14, T05N, R11W Gaines Township, thence S89°00'24"E 667.81 feet along the South Line of said Section; thence N00°45'02"E 33.00 feet to the existing Northerly Right of Way line of 84th Street and the **Point of Beginning**; thence continuing N00°45'02"E 17.00 feet along the Westerly property line; thence S89°00'24"E 340.73 feet along a line which is parallel with the North Right of Way line of 84th Street to the Easterly property line; thence S00°45'02"W 17.00 feet along said property line to the existing Northerly Right of Way line of 84th Street; thence N89°00'24"W 340.74 feet along said existing Southerly Right of Way line of 84th Street to the Point of Beginning. Contains 5,792 Square Feet M/L and is subject to easements and restrictions of record.

- c. Joshua and Claire Shoemaker, **8441 East Paris Avenue**, Section 23, Gaines Township

Deputy Managing Director Harrall stated Joshua and Claire Shoemaker at 8441 East Paris Avenue have agreed to provide additional highway easement along 84th Street of 7,343 sft. (17 ft. x 300 ft.) and additional triangular area at the East Paris Avenue intersection valued at \$0.45/ sft. plus \$500 for landscape removal for a total just compensation of \$3,804.

Easement Description

Commencing at the Northeast Corner of Section 23, T05N, R11W Gaines Township, thence N89°00'24"W 333.00 feet along the North Line of said Section; thence S00°55'45"W 33.00 feet to the existing Southerly Right of Way line of 84th Street and the **Point of Beginning**; thence S89°00'24"E 300.00 feet along the existing South Right of Way line of 84th Street; thence S00°55'45"W 84.00 feet along the Westerly Right of Way of East Paris Ave; thence N44°02'12"W 94.81 feet; thence N89°00'24"W 233.00 feet to the Westerly property line; thence N00°55'45"E 17.00 feet along said Westerly property line to the Southerly Right of Way line of 84th Street and the Point of Beginning. Contains 7,343 Square Feet M/L and is subject to easements and restrictions of record.

- d. Allen J. McAvoy, **3565 Rogue River Road**, Section 14, Plainfield Township

Deputy Managing Director Harrall stated Allen J. McAvoy, the owner of property on the northwest corner of Rogue River Road and Kuttshill Avenue has agreed to provide 7 feet

of additional right-of way (2,010 sft.) along both his Kuttshell Avenue and Rogue River Road frontages. This will accommodate future intersection improvements. Compensation is \$7,100 (valued at \$3.53 sft.).

Easement Description

A Highway easement to the Kent County Road Commission over that part of the SW 1/4 of Section 14, T8N, R11W, Plainfield Township, Kent County, Michigan, described as: Commencing at the South 1/4 corner of said Section; thence N90°00'00"W 174.0 feet along the South line of said Section; thence N0°00'00"E 33.0 feet to the Place of Beginning of said easement; thence continuing N0°00'00"E 7.0 feet; thence N90°00'00"E 113.76 feet along the North line of the South 40.0 feet of said SW 1/4; thence N44°49'44"E 28.20 feet; thence N0°20'33"W 98.0 feet along the West line of the East 40.0 feet of said SW 1/4; thence N90°00'00"E 7.0 feet along the North line of the South 158.0 feet of said SW 1/4; thence S0°20'33"E 125.0 feet along the West line of the East 33.0 feet of said SW 1/4; thence N90°00'00"W 140.80 feet along the North line of the South 33.0 feet of said SW 1/4 to the Place of Beginning of said easement. (Containing 2,010 square feet).

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

Nays: 0.

Item #7 Sign and Execute Title Sheet

Managing Director Warren requested that the Board sign and execute the title sheet for the **84th Street reconstruction** between Hanna Lake Avenue and East Paris Avenue.

Deputy Managing Director Harrall stated the 84th Street widening project is ready to bid through MDOT. The project includes reconstructing the existing 2-lane primary roadway to all-season standard. The estimated project cost is \$1,500,000. Project funding includes \$1,200,000 STP Urban funds with the remaining \$300,000 local match funded by KCRC.

Moved by Commissioner Morren and supported by Commissioner VerHeulen that the **Board is authorized to sign and execute the title sheets for the above project**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Preliminary Plat Approval

Managing Director Warren requested authorization for preliminary plat approval of Walnut Ridge No. 2.

Deputy Managing Director Harrall stated Walnut Ridge Plat, Phase No.2 plat is located west of Burlingame Avenue and south of 84th Street in Section 22, Byron Township. The second phase of this multi-phase residential plat includes extending Julienne Court approximately 800 feet east with a permanent cul-de-sac on the east end. This phase includes 19 lots, bringing the overall development total to 53 lots. The developer is Signature Land Development Corp (Mick McGraw), and the engineer is Exxel Engineering.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the Board **authorizes the preliminary plat approval of Walnut Ridge No. 2**, Section 22, Byron 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 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 #9 **Award of Bids**

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

- a. **Contract #22-46:** Lowell Township Local Roads Program

Staff recommends awarding Contract #22-46: Lowell Township Local Roads Program to **Michigan Paving & Materials, Co.**, the lowest responsible and responsive bidder, for a total cost of **\$728,916.80**, which is **3.84% below** the estimated cost.

b. **Contract #22-48:** Cascade Township Local Roads Program

Staff recommends awarding Contract #22-48: Cascade Township Local Roads Program to **Michigan Paving & Materials, Co.**, the lowest responsible and responsive bidder, for a total cost of **\$706,520**, which is **5.20% below** the estimated cost.

c. **Bid #22-EQU-29:** Grader Blades

As specified in the bid specifications, the right is reserved to the Road Commission to award each category separately to the lowest responsive and responsible bidder, based on their per unit cost.

Staff recommends awarding the purchase of KCRC's 2022 requirements of grader blades to **St. Regis Culvert Inc., Wear Parts Co., & Shults Equipment Inc.** under the following pricing:

Product	Bidder	Unit Cost	Quantity	Total Cost
3/4" x 8" x 6'	St. Regis Culvert Inc.	\$112.02	1080 Blades	\$121,176
5/8" x 8" x 9'	Wear Parts Co.	\$151.95	40 Blades	\$6,078
5/8" x 8" x 7'	Wear Parts Co.	\$118.18	20 Blades	\$2,363.60
Plow Shoes	Shults Equipment Inc.	\$149	100 Shoes	\$14,900
				<u>\$144,517.60</u>

Moved by Commissioner Morren, seconded by Commissioner Janes to **authorize the 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.

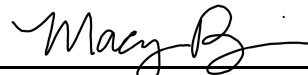
Comments

➤ KCRC and Teamsters Local 214 have a tentative agreement. The ratification vote is scheduled for Thursday, April 28, 2022.

➤ Director of Human Resources Dennis introduced Courtney Clifford to the Board. Courtney has accepted the job as Human Resources Coordinator.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:22 a.m.

Respectfully submitted,



Macy Barcheski, Secretary