

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

February 8, 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 8:00 a.m.

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

Also present: Deputy Managing Director of Engineering Wayne Harrall, Deputy Managing Director of Operations Jerry Byrne, Director of Building and Equipment Steve Roose, Director of Human Resources Michael Dennis, Assistant Director of Traffic and Safety Shirley Wollner, Assistant Director of Finance Mario Guerra, IT Manager Tim Care, Communications Manager Maura Lamoreaux, and Jean Young from Plante Moran.

**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 25, 2022.

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

Motion carried by the following vote:

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

Nays: 0.

**Item #5      Disbursements and Cash Balances**

The disbursements for the check run dated February 4, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$79,505.71 in overtime.

The Construction Estimate for this period is as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Superior Asphalt, Inc.	Byron Township local roads program (estimate #7)	\$29,222.72
<b>Total</b>		<b>\$29,222.72</b>

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of February 8, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	47,501,236
Current Expenditures	2,123
Project-to-Date Expenditures	14,514,114
Remaining Cost	\$32,987,122

Director Barcheski stated the General Fund has \$42,800,514.38 remaining after approval of disbursements. Of that amount, \$4,720,576.38 is unavailable operating funds, leaving \$38,079,938.00 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$816,716.94, Construction Estimates of \$29,222.72, New Central Complex Expenditures of \$2,123.00, Accounts Payables of \$1,476,665.69, and Cash Balances and Investments for the check run dated February 4, 2022,** 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**      **FY 2021 Audited Financial Statements**

Director of Finance Barcheski introduced Jean Young from Plante Moran, LLC, who reviewed and discussed the FY2021 audited Financial Statements with the Board.

The FY2021 Audited Financial Statements report was received for information.

**Item #6**      **FY2021 Act 51 Report**

Director of Finance Barcheski stated that in accordance with Act 51, staff has prepared the FY2021 Act 51 Report for the Board's acceptance and the Chair's signature.

Moved by Commissioner Morren, seconded by Commissioner Janes that the **FY2021 Act 51 Report is accepted, and the Chair is authorized to sign the document for submission to the State of Michigan**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, Morren, and VerHeulen – 5

Nays: 0.

**Item #7**      **Final September 2021 Financial Statements**

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

The report was received for information.

**Item #8**      **Michigan Transportation Fund**

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenue that was collected in December 2021 and received in February 2022. She stated the funds received were \$5,932,795, a variance of \$1,494,080 more than what was budgeted. To date, receipts are 14.2% higher from this time last year.

The report was received for information.

**Item #9      Board Action on Public Hearings**

Managing Director Warren stated the public hearings were held on Tuesday, January 25, 2022, for the following 2022 primary widening projects.

a.      **68<sup>th</sup> Street** widening between Glen Hollow Drive and Hanna Lake Avenue

Deputy Managing Director Harrall stated the proposed project will widen the existing 4-lane roadway to provide a center-turn lane.

Six people attended the hearing including four residents from the Leisure Creek Condominiums, one resident from Glen Creek Estates (south of 68<sup>th</sup> Street), and one resident along 68<sup>th</sup> Street. All present were in favor of having a center-turn lane, but suggested reconfiguring the existing 4-lane road to 3-lanes.

Currently, there are 14,000 vehicles per day traveling this segment, which will be better served with the proposed 5-lane roadway. Within the next 20 years, traffic volumes are estimated to exceed 20,000 average daily traffic (ADT). For comparison, other existing 5-lane roads in the area carry similar traffic volumes and include:

- 68<sup>th</sup> Street east of Clyde Park Avenue (14,500 ADT)
- 60<sup>th</sup> Street east of Kalamazoo Avenue (14,700 ADT)
- 68<sup>th</sup> Street west of East Paris Avenue (12,000 ADT)

b.      **Cascade Road** widening between 36<sup>th</sup> Street and Whitneyville Avenue

Deputy Managing Director Harrall stated the Cascade Road widening between 36<sup>th</sup> Street and the Whitneyville Avenue includes reconstructing the existing 2-lane road and necessary widening to provide a 3-lane curb and gutter configuration.

Six people attended the hearing including five residents along Kenrob Drive east of Cascade Road and one resident along Cascade Road. All in attendance were concerned about existing traffic speed (currently posted at 55 mph). Most commented that lack of a turn lane forces through vehicles to slow down or stop. Residents contend that the center-turn lane

will encourage faster travel speeds. Those along Kenrob Drive expressed concern about crossing Cascade Road to access the recently constructed non-motorized trail along the west side of Cascade Road.

The proposed 3-lane road will provide refuge for left turning vehicles and safer travel for through traffic. Recent observations have shown vehicles passing left-turning vehicles on the right outside the travel lane.

There are over 200 residential homes within the project limits with exclusive access to Cascade Road, which generates hundreds of left-turn movements daily. The current 8,000 vehicles per day over this segment of Cascade Road is comparable to our two most recent 2-lane to 3-lane widening projects:

- 68<sup>th</sup> Street - Burlingame Avenue to Clyde Park Avenue (8,500 ADT)
- 84<sup>th</sup> Street - Division Avenue to Eastern Avenue (8,000 ADT)

Moved by Commissioner Medema, seconded by Commission VerHeulen that the **proposed widening for 68<sup>th</sup> Street between Glen Hollow Drive and Hanna Lake Avenue and Cascade Road between 36<sup>th</sup> Street and Whitneyville Avenue is authorized by the Board** as presented at the public hearings and as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

**Item #10 Sign and Execute Title Sheet**

Managing Director Warren requested authorization to sign and execute the title sheet for the 4 Mile Road pavement replacement project.

Deputy Managing Director Harrall stated the 4 Mile Road pavement replacement project from east of Coit Avenue to west of Plainfield Avenue is ready to bid through MDOT.

This 1.0 mile 3-lane primary road project includes full-depth cold milling the existing asphalt pavement and placement of two courses of new asphalt pavement. The estimated project cost is \$640,000. Project funding includes \$523,840 (81.85%) of Federal STP Urban funds, and \$116,160 local match funded by KCRC.

Moved by Commissioner Janes and seconded by Commissioner Medema that the **title sheet for the 4 Mile Road 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 #11 Purchase of Right-Of-Way**

Managing Director Warren requested authorization to purchase the following right-of-way:

- a. Onrust Land LLC, **3607 – 84th Street**, Section 14, Gaines Township

Deputy Managing Director Harrall stated Onrust Lane, LLC, the owners of property located at 3607 84th Street have agreed to provide additional highway easement along their frontage to accommodate the planned (2023) all-season reconstruction of 84th Street between Hanna Lake Avenue and East Paris Avenue. The additional highway easement is 17 feet wide and 1,058 feet total length, for a total area of 17,994 sft. The easement over unimproved land is valued at \$0.45 sft. for a total just compensation of \$8,100.

**Easement Descriptions:**

Commencing at the South 1/4 Corner of Section 14, T05N, R11W Gaines Township, thence N00°33'11"E 33.00 feet to the existing Northerly Right of Way line of 84th Street and the Point of Beginning; thence continuing N00°33'11"E 17.00 feet along the Westerly property line (said line being the North-South 1/4 line); thence

S89°00'24"E 517.00 feet along a line which is parallel with the North Right of Way line of 84th Street to the Easterly property line; thence along said line S00°59'36"W 17.00 feet to the existing Northerly Right of Way line of 84th Street; thence N89°00'24"W 517.00 feet along said existing Right of Way line of 84th Street to the Point of Beginning. Contains 8,789 Square Feet M/L and is subject to easements and restrictions of record.

### **And Also**

Commencing at the South 1/4 Corner of Section 14, T05N, R11W Gaines Township, thence S89°00'24"E 1,503.00 feet along the South Section line; thence N00°59'36"E 33.00 feet to the existing Northerly Right of Way line of 84th Street and the Point of Beginning; thence continuing N00°59'36"E 17.00 feet along the property line; thence S89°00'24"E 544.61 feet along a line which is parallel with the north Right of Way line of 84th Street to the Easterly property line; thence along said property line S18°47'15"W 17.85 feet to the existing Northerly Right of Way line of 84th Street; thence N89°00'24"W 539.16 feet along said existing Right of Way line of 84th Street to the Point of Beginning. Contains 9,205 Square Feet M/L and is subject to easements and restrictions of record.

- b. Ronald G. Kryger and Thuy-Phoung Tran, **2771 – 68th Street**, Section 3, Gaines Township

Deputy Managing Director Harrall stated Ronald G. Kryger and Thuy-Phoung Tran, the owners of property located at 2771 68th Street have agreed to compensation for the right to enter their property and remove six apple trees to accommodate the planned widening of 68th Street between Glen Hollow Drive and Hanna Lake Avenue. Agreed compensation for the trees is \$1,750.

### **JUSTIFICATION OF VALUES ASSIGNED:**

The landscape value of the trees is based on a Market Study performed by Tim Fennema using the Michigan Tree Valuation Guide 11<sup>th</sup> Revision January 2011 dated: January 13, 2022; and determined \$1,380.00 is necessary. The administrative settlement agreement considering inflationary values brought the final compensation to \$1,750.00.

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

Motion carried by the following vote:

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

Nays: 0.

**Item #12 Advertise for Bids**

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

- a. **Contract #22-30:** Miscellaneous Pavement Markings
- b. **Bid #22-MNT-04:** Summer Bituminous Patching Material

Moved by Commissioner Morren, seconded by Commissioner Janes that staff is **authorized to advertise for bids on the above listed purchase with bids to be accepted until 8:30 a.m. on a 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 #13 Award of Bids**

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

- a. **Contract #22-10:** Rental of Eight Foot Asphalt Paver

Staff recommends awarding the rental of the eight foot asphalt paver to **Alta Equipment Company**, the lowest responsive and responsible bidder, at a **per month cost of \$7,500**.



b. **Contract #22-22:** Mechanic Bay Wall Removal at the Southwest Complex

Staff recommends awarding the mechanic bay wall removal to **VanderKodde Construction**, the lowest responsive and responsible bidder, at a **total cost of \$35,275**.

c. **Contract #22-29:** Grand Rapids Township Local Roads Program

Staff recommends awarding the Grand Rapids Township Local Roads Program to **Michigan Paving & Materials Company**, the lowest responsible and responsive bidder, for a **total cost of \$790,998.90**, which is **2.07% above** the estimated cost.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen to **authorize the 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 Purchase Bid**

Managing Director Warren requested authorization to purchase **Bid #22-EQU-27: Scissor Lift** for the Central Complex. Finance Director Barcheski stated it is a pre-owned unit, and KCRC will not exceed \$20,000.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema to **authorize the purchase of Bid #22-EQU-27: Scissor Lift**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

**Item #15**      **Comments**

➤      Managing Director Warren stated there is a subcommittee meeting tomorrow for the new Central Complex. KCRC will be going out for bid for additional furniture and equipment, as planned. The committee will bring the information to the next Board meeting.

➤      KCRC has heard nothing from the County of Kent regarding ARPA funding, though roads are an eligible expense.

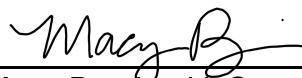
➤      Deputy Managing Director Byrne updated the Board on winter maintenance operations and budget as of January 29, 2022. This season, 46 inches of snow has fallen. There have been 14,625 hours of overtime. Since October 1, 2021, the Road Commission has spent \$2,140,125 or 36 percent of the \$6,000,000 budget. 33 percent of that amount has been spent on equipment, 38 percent on material, and 29 percent on labor.

The Michigan Department of Transportation has spent \$2,362,374 of the \$4,574,891 budget or 52 percent. 30 percent of that amount has been spent on equipment, 37 percent on material, and 33 percent on labor.

Deputy Managing Director Byrne predicts a bad pot hole season this year.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:56 a.m.

Respectfully submitted,



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Macy Barcheski, Secretary