

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

February 28, 2023

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 Rob VerHeulen, Chair, at 8:01 a.m.

Present: Commissioners Cynthia Janes, Roger Morgan, Dave Medema, David Morren, and Rob 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 Traffic and Safety Tim Haagsma, Director of Building and Equipment Steve Roose, Director of Human Resources Mike Dennis, Assistant Director of Maintenance Steve Roon, Assistant Director of Finance Mario Guerra, IT Manager Tim Care, Communications Manager Maura Lamoreaux, Right-of-Way Office Manager L. R. Cole, and Project Engineer Erik Easterly.

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, February 14, 2023.

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

Motion carried by the following vote:

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

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated February 17, 2023, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$84,582.78 in overtime.

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of February 28, 2023, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	\$47,123,354
Current Expenditures	\$916,014
Project-to-Date Expenditures	\$14,124,259
Estimated Remaining Cost	\$32,999,095

Director Barcheski stated the General Fund has \$25,693,289.74 remaining after approval of disbursements. Of that amount, \$8,331,222.03 is unavailable operating funds, leaving \$17,362,067.71 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Medema that **Payroll of \$890,525,43, Construction Estimates of \$0.00, New Central Complex Expenditures of \$916,014.36, Accounts Payables of \$915,021.26, and Cash Balances and Investments for the check run dated February 17, 2023, are approved by the Board, and warrants ordered drawn for the same.**

Motion carried by the following vote:

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

Nays: 0.

Item #5 January 2023 Financial Statements

Director Barcheski reviewed for the Board the January 2023 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 **10 Mile Road reconstruction project** from Pine Island Drive to Algoma Avenue:

- a. James and Joanne Clayton Living Trust, **1530 and 1532 10 Mile Road**, Section 5, Plainfield Township

Drainage Easements

- 7 ft. x 265.62 ft. (1859 sft.) @ \$0.62/sft. = \$1,150
- 7 ft. x 250 ft. (1750 sft) @ \$0.62/sft. = \$1,085

Grading Permits

- \$100 x 2 = \$200

Total Compensation = \$2,435

Easement Description – 1530 10 Mile Road

Commencing at the Northeast Corner of Section 5, T08N, R11W Plainfield Township, Kent County, MI.; thence N89°38'57"W 1,069.60 feet along the North Section line; thence S00°15'03"W 33.00 feet to the Southerly Right of Way line of 10 Mile Road and the Point of Beginning; thence S89°38'57"E 265.62 feet along the existing Southerly Right of Way of 10 Mile Road to the East property line; thence S00°04'11"W 7.00 feet along said Easterly property line; thence N89°38'57"W 265.62 feet along a line which is parallel with the existing Southerly Right-of-Way line of 10 Mile Road to the Westerly property line; thence N00°15'03"W 7.00 feet along said Westerly property line to the Point of Beginning. Contains 1,859 Square Feet M/L and is subject to easements and restrictions of record.

Easement Description – 1532 10 Mile Road

Commencing at the Northeast Corner of Section 5, T08N, R11W Plainfield Township, Kent County, MI.; thence N89°38'57"W 1,069.60 feet along the North Section line; thence S00°15'03"W 33.00 feet to the Southerly Right of Way line of 10 Mile Road and the Point of Beginning; thence S00°15'03"W 7.00 feet along the Easterly property line; thence N89°38'57"W 250.00 feet along a line which is parallel with the existing Southerly Right of Way line of 10 Mile Road to the Westerly property line; thence N00°15'03"E 7.00 feet along said Westerly property line; thence S89°38'57"E 250.00 feet along the existing Southerly Right-of-Way of 10 Mile Road to the Point of Beginning. Contains 1,750 Square Feet M/L and is subject to easements and restrictions of record.

b. Betty Lou Flynn, **1884 – 10 Mile Road**, Section 4, Plainfield Township

Drainage Easement

- 7 ft. x 213.3 ft. (1493 sft.) @ \$0.62/sft. = \$930
- Grading Permit = \$140
- Landscape Removal = \$300

Total Compensation = \$1,370

Easement Description

Commencing at the Northwest Corner of Section 4, T08N, R11W, Plainfield Township, Kent County, MI.; thence S89°47'49"E 1,386.68 feet along the North Section line; thence S00°17'55"W 33.00 feet to the Southerly Right-of-Way line of 10 Mile Road and the Point of Beginning; thence S89°47'49"E 213.34 feet along said Right-of-Way line; thence S00°24'49"W 7.00 feet along the East property line; thence N89°47'49"W 213.32 feet along a line which is parallel with the existing South Right-of-Way line of 10 Mile Road; thence N00°17'55"E 7.00 feet along the West property line to the Point of Beginning. Contains 1,493 Square Feet M/L and is subject to easements and restrictions of record

c. Linda Hatfield, **1981 – 10 Mile Road**, Section 33, Algoma Township

Drainage Easement

- 7-17 ft. x 198 ft. (2,113 sft.) @ \$0.62/sft. = \$1,310
- Grading Permit = \$100
- Landscape Removal = \$800

Total Compensation = \$2,210

Easement Description

Commencing at the South 1/4 Corner of Section 33, T09N, R11W Algoma Township, Kent County, MI.; thence along the South Line of said Section N89°47'49"W 231.00 feet; thence N00°43'21"E 33.00 feet to the existing Northerly Right-of-Way line of 10 Mile Road and the Point of Beginning; thence continuing N00°43'21"E 7.00 feet along the West property line; thence S89°47'49"E 108.00 feet along a line which is parallel with the North Right-of-Way line of 10 Mile Road; thence N00°43'21"E 3.00 feet; thence S89°47'49"E 25.00 feet along a line which is parallel with the North Right-of-Way line of 10 Mile Road; thence N00°43'21"E 7.00 feet; thence S89°47'49"E 65.00 feet to the Westerly Right of Way of Jewell Ave. (66' wide); thence S00°43'21"W 17.00 feet along said West Right of Way line to the existing Northerly Right-of-Way line of 10 Mile Road; thence N89°47'49"W 198.00 feet along said existing Northerly Right-of-Way

line of 10 Mile Road to the Point of Beginning. Contains 2,113 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Janes, 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 Janes, Medema, Morgan, Morren, and VerHeulen — 5.

Nays: 0.

Item #7 Sign and Execute Agreements

Managing Director Warren requested authorization to sign and execute the contract agreements with the Michigan Department of Transportation for the following:

a. 100th Street – East Paris Avenue to Patterson Avenue

Project Type: 2-lane All-Season Reconstruction
Estimated Cost = \$1,495,500
Federal Funds (81.85%) = \$1,224,066.75 STP Rural and Urban
Local match (18.15%) = \$271,433.25 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 East Paris Avenue to Patterson Avenue.

**Resolution for
Road Reconstruction work along
100th Street
From East Paris Avenue to Patterson Avenue
Contract #23-5036**

WHEREAS, Federal Funds are available for the road reconstruction work along 100th Street from East Paris Avenue to Patterson Avenue, 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 Robert VerHeulen, Chair 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 Morren that the Board **adopt the resolution and sign and execute the Agreement for the road reconstruction work along 100th Street from East Paris Avenue to Patterson Avenue with Federal Funds.**

Motion carried by the following vote:

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

Nays: 0.

b. Buttrick Avenue – Grand River Drive to Thornapple River Drive

Project Type: Full-Depth Mill & Fill pavement replacement
Estimated Cost = \$299,500
Federal Funds (81.85%) = \$245,140 STP Urban
Local match (18.15%) = \$54,360 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 pavement replacement work along Buttrick Avenue from Grand River Drive to Thornapple River Drive.

**Resolution for
Road Pavement Replacement work along
Buttrick Avenue
From Grand River Drive to Thornapple River Drive
Contract #23-5015**

WHEREAS, Federal Funds are available for the road pavement replacement work along Buttrick Avenue from Grand River Drive to Thornapple River Drive, 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 Robert VerHeulen, Chair 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 Morren that the Board **adopt the resolution and sign and execute the Agreement for the road pavement replacement work along Buttrick Avenue from Grand River Drive to Thornapple River Drive with Federal Funds.**

Motion carried by the following vote:

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

Nays: 0.

c. Northland Drive – 12 Mile Road to 14 Mile Road

Project Type: Full Depth Mill & Fill pavement replacement
Estimated Cost = \$2,561,500
State Funds = \$1,494,739 EDC
Federal Funds = \$733,752 STP Flex *
Local match = \$333,009 KCRC

*Flex funds purchased from Cass CRC (80/20)

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 pavement replacement work along Northland Drive from 12 Mile Road to 14 Mile Road (M-57).

**Resolution for
Road Pavement Replacement work along
Northland Drive from 12 Mile Road to 14 Mile Road (M-57)
Contract #23-5018**

WHEREAS, Federal and State Funds are available for the road pavement replacement work along Northland Drive from 12 Mile Road to 14 Mile Road (M-57), 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 Robert VerHeulen, Chair 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 Morren that the Board **adopt the resolution and sign and execute the Agreement for the road pavement replacement work along Northland Drive from 12 Mile Road to 14 Mile Road (M-57) with Federal State Funds.**

Motion carried by the following vote:

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

Nays: 0.

d. Tyrone Bridge No. 21 – 18 Mile Road over the Rogue River

Project Type: Bridge Rehabilitation

Estimated Cost = \$1,126,000

Federal Funds (71.5%%) = \$805,090 Bridge Funds

Local match (28.5%) = \$320,910 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 rehabilitation work for the Tyrone Bridge No. 21, structure #5036, which carries 18 Mile Road over the Rogue River.

**Resolution for
Rehabilitation work for
Tyrone Bridge No. 21, Structure #5036
18 Mile Road over the Rogue River
Contract #23-5019**

WHEREAS, Federal Funds are available for the rehabilitation work for the Tyrone Bridge No. 21, structure #5036, which carries 18 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 Robert VerHeulen, Chair 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 Morren that the Board **adopt the resolution and sign and execute the Agreement for the rehabilitation work for the Tyrone Bridge No. 21, structure #5036, which carries 18 Mile Road over the Rogue River with Federal Funds.**

Motion carried by the following vote:

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

Nays: 0.

Item #8 **Schedule Public Hearing**

Managing Director Warren requested authorization to schedule a Public Hearing to consider designating Packer Drive from Las Vegas Drive to VanDam Drive a Natural Beauty Road.

Deputy Managing Director Harrall stated staff has received a petition forwarded by Plainfield Township requesting to designate Packer Drive from Las Vegas Drive to Van Dam Drive a Natural Beauty Road. This 1.17-mile section of Packer Drive was previously designated a Natural Beauty Road on September 4, 1984.

After a public hearing on March 16, 2021, the Board of County Road Commissioners took action to revoke the Natural Beauty Road designation on March 23, 2021. This action allowed for the installation of water main extension service to residents on and adjacent to Packer Drive that were impacted by the Wolverine PFAS settlement.

KCRC received a letter and resolution indicating Plainfield Charter Township does not support this petition request because it may impact the ability to make safety enhancements to the road and to construct a future non-motorized pathway along Packer Drive.

It was moved by Commissioner Medema, seconded by Commissioner Morgan that staff is **authorized to schedule a public hearing for the above on Wednesday, April 26, 2023, at 6:00 p.m. at Plainfield Charter Township**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9 **Award of Bids**

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

- a. **Contract #23-25:** Trucking of Various Materials
2023 requirements for trucking of asphalt, sand, gravel, and snow from primary roads, local roads, and state trunklines, as needed

Staff recommends awarding Contract #23-25: Trucking of Various Materials to “**All Bidders**”, contracting in the best interest of the Kent County Road Commission.

The contractor, selected at the time of demand, will be based on their hourly rate, the project’s location, and the availability of the type of equipment needed.

- b. **Bid #23-ENG-03:** Bridge Beams for Plainfield Bridge #12

Staff recommends awarding Bid #23-ENG-03: Bridge Beams for Plainfield Bridge #12 to **Peninsula Prestress Company**, at a cost per foot of **\$302.65**, and a total cost for 611.33 feet of beams at **\$185,019.02**.

- c. **Bid #23-EQU-22:** 4WD Mower

At the Board Meeting on February 14, 2023, the Board authorized staff to pursue and purchase a **pre-owned 4WD mower**. Staff approved the acquisition of the equipment from **Spartan Distributors** for a total cost of **\$13,500**.

- d. **Bid #23-EQU-23:** Aerial Lift Truck

As the equipment has been competitively bid through the MiDeal purchasing cooperative, staff recommends awarding Bid #23-EQU-23: Aerial Lift Truck to **Altec, Inc.**, under MiDeal contract #071B7700167 at a total cost of **\$241,821**.

- e. **Bid #23-MNT-06:** Various Road Materials - Gravel, Stone, Sand, and Crushed Concrete

Staff recommends awarding Bid #23-MNT-06: Various Road Materials to “**ALL BIDDERS**”, whose product, when tested, meets or exceeds the technical composition requirements.

At the time of demand, the source(s) selected will be based on cost of material (inclusive of our labor and equipment costs), quality of the material, and the availability and immediate need of the material.

- f. **Bid #23-MNT-07:** Chip Seal Emulsion Materials
FY23 requirements with a one-year renewal option, as needed

Staff recommends awarding Bid #23-MNT-07: Chip Seal Emulsion Materials to both “**Bit-Mat Products**” and “**Michigan Paving & Materials Co.**” whose product when tested meets or exceeds the technical composition requirements.

Buying the materials as specified in the best interest of the Road Commission, the source(s) selected will be based on cost of material (inclusive of our labor and equipment costs), type of material, project location, and the availability and immediate need of the material.

- g. **Bid #23-MNT-08:** Fog Seal Emulsion Materials
FY23 requirements with a one-year renewal option, as needed

Staff recommends awarding Bid #23-MNT-08: Fog Seal Emulsion Materials to both “**Bit-Mat Products**” and “**Michigan Paving & Materials Co.**”, whose product when tested meets or exceeds the technical composition requirements.

Buying the materials as specified in the best interest of the Road Commission, the source(s) selected will be based on cost of material (inclusive of our labor and equipment costs), type of material, project location, and the availability and immediate need of the material.

- h. **Bid #23-MNT-09:** Spray Patch Mix Emulsion Materials
FY23 requirements with a one-year renewal option, as needed

Staff recommends awarding Bid #23-MNT-09: Spray Patch Mix Emulsion Materials to both “**Bit-Mat Products**” and “**Michigan Paving & Materials Co.**”, whose product when tested meets or exceeds the technical composition requirements.

Buying the materials as specified in the best interest of the Road Commission, the source(s) selected will be based on cost of material (inclusive of our labor and equipment costs), type of material, project location, and the availability and immediate need of the material.

- i. **Bid #23-MNT-11: Summer Bituminous Patching Materials**
2023 requirements, as needed

Staff recommends awarding Bid #23-MNT-11: Summer Bituminous Patching Materials to **Michigan Paving & Materials Co., Black Gold Transport, Rieth-Riley Construction Co., Inc., and Superior Asphalt, Inc.**, whose product, when tested, meets or exceeds the technical composition requirements.

Buying the materials, as specified, in the best interest of the Road Commission, the source(s) selected will be based on cost of product (inclusive of our labor and equipment costs), project location, and the availability & lead time of the product.

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

Motion carried by the following vote:

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

Nays: 0.

Item #12 **Comments**

➤ Commissioner Medema stated he would like to look at changing KCRC's agenda to a consent agenda and bundle everything into one motion for efficiency. There could be more presentations and discussions on broader policy issues. Chair VerHeulen stated the Board will ponder on this and will discuss at the next meeting.

➤ Managing Director Warren discussed ARPA funds and how to use them. KCRC will be moving some of the local projects from 2024 to 2023 to use these funds faster.

➤ Deputy Managing Director Byrne discussed EGLE's new rule regarding mineral well brine, which KCRC is opposed to.

There being no further business to come before the Board, Chair VerHeulen adjourned the

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Macy B", is positioned above a horizontal line.

Macy Barcheski, Secretary