

1500 Scribner Avenue, NW

Grand Rapids MI 49504

December 11, 2018

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

The regular meeting was called to order by Commissioner Rambo, Chairman at 8:00 o'clock a.m.

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

Excused: Commissioner Malone.

Also present: Deputy Managing Director - Engineering Harrall, Director of Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Finance in charge of Purchasing Wiegerink, Assistant Director of Traffic and Safety Wollner, Human Resources Manager Dennis, Communications Manager Lamoreaux, Human Resources Coordinator Morgan, and Human Resources Coordinator Nanzer.

Chairman Rambo stated it is necessary to amend the agenda by adding item 5.A – request to adopt a resolution of support for the Fred Meijer Flat River Valley and Grand Valley Rail-Trails Transportation Alternative Project.

Moved by Commissioner Morren, seconded by Commissioner Medema that the **agenda for the December 11, 2018 Board meeting is amended** by the **addition of the request to adopt a resolution of support** for the **Fred Meijer Flat River Valley and Grand Valley Rail-Trails Transportation Alternative Project** as requested by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren stated Carole Morgan, Human Resources Coordinator is retiring after twenty years of service. He stated Ms. Morgan joined the Road Commission Human Resources Department on a part-time basis but was hired as a fulltime employee in early 1999. She has brought great skills to the Road Commission and the Road Commission hit the jackpot with her hiring. She has worked with two Human Resources Managers and she will be missed by all.

Human Resources Manager Dennis reviewed Ms. Morgan's work history and some of her personal accomplishments including her being inducted to the Grand Rapids Bowling Hall of Fame. She is an accomplished bowler and an avid sports fan including the Detroit Tigers.

Commissioner Janes offered the following certificate in honor of Carole Morgan's years of service at the Kent County Road Commission and her retirement.

Recognition of Dedicated Service

The Kent County Road Commission
is honored to recognize and wishes to congratulate

**Carole Morgan
on 20 years of dedicated service.**

1999 – 2019

It was moved by Commissioner Janes, seconded by Commissioner Morren that Board **adopts the certificate of appreciation** and the **Board and Staff wish Carole Morgan many happy and fulfilling years of retirement.**

Motion carried by the following vote:

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

Nays: 0.

Chairman Rambo congratulated Ms. Morgan and state it has been great working with her.

Human Resources Manager Dennis introduced Beth Nanzer who has joined the Kent County Road Commission Human Resources Department as a Coordinator.

There was no public comment.

The Board discussed minutes of the Board meeting held Tuesday, November 27, 2018.

Moved by Commissioner Janes, seconded by Commissioner Medema that the minutes be approved as written.

Motion carried by the following vote:

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

Nays: 0.

The disbursements for the check run dated November 30, 2018 were presented to the Board by Director of Finance Barcheski. She stated Payroll included overtime of \$39,467.63. Construction Estimate payments are as follows:

Contractor	Project	Amount
Michigan Dept. of Transportation	10 Mile Road	\$ 3,774.60
	Fred Meijer Trail	17,080.51
	Knapp Street	149,020.11
	13 Mile Road	102,672.53
	Spaulding Avenue	2,179.96
	13 Mile Road	53,610.57
	10 Mile Road	1,367.78
Superior Asphalt	16 Mile Road	Final
	82 nd St., 72 nd St., 64 th St.	Final
	Gaines Twp Overlays	Final
	East Paris Avenue	Final
	Caledonia Twp mill and fill	Final
VanderKodde Construction Co.	South Complex	48,114.00
	Total	\$497,893.03

Director Barcheski stated the Cash Receipts include the Michigan Transportation Fund receipts, which she will review shortly. The General Fund has \$21,058,098.12 remaining after approval of disbursements. There was \$14,497,690.59 in the General Fund at this time a year ago.

Moved by Commissioner Medema, seconded by Commissioner Janes that **Payroll of \$674,635.76, Construction Estimates of \$497,893.03, Accounts Payables of \$912,911.48, and Cash Balances and Investments for the check run dated November 30, 2018,** are approved by the Board, and warrants ordered drawn for the same.

Commissioner Medema asked why there were no dollar amounts for the projects listed with Superior Asphalt. Director Barcheski stated these projects are finalized and the inclusion was to let the Board know that.

Motion carried by the following vote:

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

Nays: 0.

Chairman Rambo stated the next item on the Amended Agenda is the request to adopt a resolution of support for the Fred Meijer Flat River Valley and Grand Valley Rail-Trails Transportation Alternative Project. Deputy Managing Director Harrall stated that this project was presented to the Board at the September 11, 2018 meeting. He stated Staff has been working the past five years with Michigan Department of Natural Resources on design for non-motorized trail improvements along existing abandoned rail corridors extending north of Lowell to Greenville and east of Lowell to Saranac. The majority of the corridor is owned by Michigan Department of Natural Resources.

The proposed project development agreement details specific roles and responsibilities of the parties to construct and connect undeveloped segments of the Fred Meijer River Valley Rail Trails. The agreement is between Kent County Road Commission, Ionia County, the City of Greenville and the Friends of Fred Meijer River Valley Rail Trails. Kent County Road Commission's role and responsibility is to be the Act 51 agency sponsor for the TAP funding. Staff will provide final design and construction engineering. All Kent County Road Commission costs incurred will be reimbursed.

Commissioner Morren offered the following resolution of support for the Fred Meijer Flat River Valley and Grand River Valley Rail-Trails Transportation Alternative Project.

**Resolution of Support
for the
Fred Meijer Flat River Valley and Grand Valley Rail Trails
Transportation Alternative Project**

WHEREAS, the Federal Highway Administration Moving Ahead for Progress in the 21st Century (MAP-21) Act of 2012 allows States to distribute funds for Transportation Alternative Projects, and

WHEREAS, the Kent County Road Commission is committed to enhancing the regional roadway system and works with other local agencies to provide additional pedestrian non-motorized facilities, and

WHEREAS, the provisions of non-motorized facilities for pedestrians are eligible Transportation Alternative Program activities, and

WHEREAS, the Michigan Department of Transportation has committed 2019 TAP funds for the Fred Meijer Flat River Valley and Grand River Valley Rail-Trails project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Kent County Road Commissioners requests the Michigan Department of Transportation to proceed with obligation of Transportation Alternative Program funds for the following project:

Total estimated cost:	\$2,400,000
Federal Funds: (62.50% Capped at \$1,500,000)	\$1,500,000
Local Match: (37.50% City of Greenville, Ionia Co)	\$900,000

BE IT FURTHER RESOLVED, that the City of Greenville and Ionia County will provide local match funds and the Midwest Michigan Trail Authority will be responsible for the maintenance of the non-motorized trail after construction is complete. Kent County Road Commission will designate a Project Engineer who shall approve all construction documents, attend the Grade Inspection meeting, pre-construction meeting, and final project review. In addition, the Project Engineer shall be available for meetings with the Michigan Department of Transportation and shall assure that the Project Record Files are maintained.

Moved by Commissioner Morren, seconded by Commissioner Janes that the **resolution of support for the Fred Meijer Flat River Valley and Grand River Valley Rail-Trails Transportation Alternative Project is adopted** by the Board and as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Director Barcheski reviewed for the Board the Michigan Transportation Fund revenues that were collected in October and received in December 2018. She stated the funds received were \$3,147,450.00, a favorable variance of \$872,429.00 over what was

budgeted. These receipts are in error and will be corrected in the revenues that were collected in November. With this adjustment, the receipts will be up approximately eight percent over last year.

The report was received for information.

Managing Director Warren requested authorization to schedule Public Hearings for the following two projects:

1. **13 Mile Road** between Wabasis Avenue and Podunk Avenue, Sections 15, 16, 21, and 22, Oakfield Township.

Director Harrall stated the informational meeting is scheduled for December 13, 2018 at Oakfield Township Hall. This proposed local road project is to pave the existing 1.5 mile gravel road over a yet to be determined number of years.

2. **100th Street** from east of Eastern Avenue to Kalamazoo Avenue, Sections 29 and 32, Gaines Township.

Director Harrall stated the informational meeting is scheduled for December 17, 2018 at Gaines Township Hall. This proposed primary road project includes tree removal, earthwork, sand subbase, aggregate base, culvert replacement, ditching and restoration necessary to construct a two-lane all-season roadway.

Moved by Commissioner Medema and seconded by Commissioner Janes that Staff is authorized to **schedule Public Hearings** for the above-described projects for **Tuesday, January 22, 2019** at the **Road Commission offices at 1500 Scribner Avenue, NW at 6:30 o'clock p.m.**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to purchase right-of-way from Bernard and Katherine Kuzava at 2305 – 84th Street. Deputy Managing Director Harrall stated, the owners have agreed to sell additional highway easement of a portion of their property to accommodate the 2020 84th Street reconstruction work. The appraised value for the permanent highway easement 17 feet wide by 663 feet long (11,271 square feet) was determined by David J. VanStensel. The resulting just compensation is \$8,341.00.

Easement Description:

A Highway Easement, the exterior Boundary of which is described as:

Commencing at the South 1/4 Corner of Section 16, T05N, R11W Gaines Township, Kent County, MI.; thence S89°26'21"E 1,864.27 feet along the South line of said Section 16; thence N00°50'49"E 33.00 feet to the Northerly Right of Way Line for 84th Street and the **Point of Beginning**; thence N00°50'49"E 17.00 feet along the Westerly Property Line; thence S89°26'21"E 322.00 feet along a line parallel with the Northerly Right of Way of 84th Street; thence S00°55'23"W 17.00 feet to the existing Northerly Right of Way; thence along said Right of Way N89°26'21"W 322.00 feet to the Point of Beginning. Contains 5,474 square feet more or less and is subject to other easements and restrictions of record.

Easement Description:

A Highway Easement, the exterior Boundary of which is described as:

Commencing at the Southeast Corner of Section 16, T05N, R11W Gaines Township, Kent County, MI.; thence N89°26'21"W 461.01 feet along the South line of said Section 16; thence N00°50'49"E 33.00 feet to the Northerly Right of Way Line for 84th Street and the **Point of Beginning**; thence N00°50'49"E 17.00 feet along the Westerly Property Line; thence S89°26'21"E 361.00 feet along a line parallel with the Northerly Right of Way of 84th Street; thence N45°46'48"E 95.12 feet to the existing westerly Right of Way of Brenton Ave (66'); thence S00°59'57"W

84.00 feet along said Right of Way to the existing Northerly Right of Way of 84th Street; thence along said Northerly Right of Way N89°26'21"W 428.01 feet to the Point of Beginning. Contains 9,519 square feet more or less and is subject to other easements and restrictions of record.

Moved by Commissioner Janes, seconded by Commissioner Medema that Staff is **authorized to purchase the above-described right-of-way** for a **total just compensation of \$8,341.00**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to decertify portions of Webber Avenue, Section 26, Plainfield Township. Deputy Managing Director Harrall stated the realignment of Webber Avenue with the East Beltline and creation of Webber Court (Section 26, Plainfield Township) replaced the original 906 foot segment of Webber Avenue. Staff recommends decertifying the old alignment prior to takeover of the current alignment of Webber Avenue and Webber Court totaling 1,171 feet.

Commissioner Medema offered the following resolution with reference to the proposed decertification of a part of **Webber Avenue** located in the Northwest 1/4 and the Northeast 1/4 of Section 26, T08N, R11W, Plainfield Township Kent County, Michigan.

RESOLUTION

Road Segment Decertification for Part of Webber Avenue

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the following road hereinafter described, be decertified for Act 51 Transportation Funds:

Webber Avenue, a variable width parcel of land, the centerline of which is described as follows:

Commencing at the Center of Section 26, Town 8 North, Range 11 West, Plainfield Township, Kent County, MI; thence East approximately 10.5 feet to the centerline of Webber Avenue and the **Point of Beginning**; thence N01°32'36"E 906.0 feet along said centerline of Webber Ave; thence N47°39'51"W 100 feet to the **Point of Ending** of this description.

Moved by Commissioner Medema, seconded by Commissioner Morren that the **resolution is adopted**, and the **above-described portion of Webber Avenue is decertified for Act 51 Transportation funds**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization for the takeover of all public platted and unplatted streets constructed in 2018. Deputy Managing Director Harrall stated Staff recommends the Board adopt a resolution for the takeover of all new public streets accepted during 2018. New public streets included in the following plats:

- 1,128 feet (0.21 mile) within Boulder View Estates No. 2
- 2,921 feet (0.55 mile) within Braeside Estates
- 2,549 feet (0.48 mile) within Chase Farms No. 2
- 3,215 feet (0.61 mile) within Hidden Ridge

- 1,176 feet (0.22 mile) within Hidden Ridge No. 2
- 1,578, feet (0.30 mile) within Jasonville Ridge No. 2
- 2,014 feet (0.38 mile) within Preservation Lakes No. 2
- 2,643 feet (0.50 mile) within Railside West No. 5
- 1,215 feet (0.23 mile) within Railview Ridge No. 2

The platted streets accepted during 2018 equals 18,439 feet of local road (3.49 miles).

New public streets within condominiums, as well as other new streets or street extensions include the following:

- Belmont Bypass Drive - 2,838 feet, Section 3, Plainfield Township
- Boynton Hollow Drive - 445 feet, Section 6, Byron Township
- Harmon Green Avenue - 1,250 feet within Hidden Ridge Condominium, Section 6, Byron Township
- Webber Avenue - 628 feet, Section 26, Plainfield Township
- Webber Court - 543 feet, Section 26, Plainfield Township
- Woodhaven Drive - 1,509 feet, Section 16, Byron Township

The non-platted streets accepted during 2018 equals 4,375 feet of local road (0.83 mile) and 2,838 feet of primary road (0.54 mile).

The total takeover of all the above listed public streets is 22,814 feet of local road (4.32 miles) and 2,838 feet of primary road (0.54 mile).

Commissioner Janes offered the following resolution with reference to taking over of the platted streets, roads, and highways, as listed below, located in Kent County, Michigan.

**RESOLUTION
TAKEOVER OF ROADS AND STREETS
WEBBER AVENUE AND WEBBER COURT**

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the **Weber Avenue and Weber Court**, an un-

platted road, located in the County of Kent, hereinafter, be taken over as a County road and made part of the County road system of the County of Kent, viz:

Street Name	Township	Section	Length (ft)
Weber Avenue	Plainfield, T8N, R11W	SE 26	628
Weber Court	Plainfield, T8N, R11W	SE 26	543

Weber Avenue, a 66 feet wide parcel land with vision triangles at the East Beltline (M-44Connector), the centerline of which is described as: **Beginning** at the Center of Section 26, Town 8 North, Range 11 West, Plainfield Township, Kent County; thence N01°36'13"E 260.56 feet along the East-West 1/4 Line of said Section; thence Northwesterly 103.58 feet along a 260.44 feet radius curve to the left, the long chord of which bears N25°57'28"W 102.90 feet to **Reference Point "A"**, thence continuing along said curve Northwesterly 87.41 feet along said 260.44 feet radius curve to the left, the long chord of which bears N46°57'45"W 87.00 feet; thence N56°34'38"W 176 feet to the approximate Centerline of the East Beltline and Point of Ending for this description.

Weber Court, a variable width parcel of land terminating with a permanent cul-de-sac, the centerline of which is described as commencing at **Reference Point "A"**; said point being the **Point of Beginning** for this description; thence N53°32'38"E 19.54 feet; thence Northeasterly 100.00 feet along a 110.10 feet radius curve to the left, the long chord of which bears N27°32'42"E 96.50 feet; thence N01°32'46"E 423.00 feet to the Point of Ending for this description.

FURTHER, BE IT RESOLVED, that it is hereby acknowledged that the unplatted streets, roads, and highways, listed and described herein, are for use the by the public and are located within the right-of-way under the control and jurisdiction of the Board of County Road Commissioners of the County of Kent, and

FURTHER, BE IT RESOLVED, that it is hereby stipulated that the un-platted right-of-ways, listed and described herein, are for public road purposes, are accepted into the County Road System, and are open to motor vehicle (i.e. automobile, truck, etc.) traffic.

FURTHER, BE IT RESOLVED, that the Board authorizes by permit that the sidewalks, retaining walls, and other appurtenances located within the right of way, and that the Board, and its staff, employees, and agents, shall not maintain said sidewalks, retaining walls, and related appurtenances, that others shall maintain said sidewalks, retaining walls, and related appurtenances.

Moved by Commissioner Janes, seconded by Commissioner Medema that the **resolution is adopted and takeover of all the roads in the listed plat is authorized**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Commissioner Janes offered the following resolution with reference to taking over of the platted streets, roads, and highways, as listed below, located in Kent County, Michigan.

RESOLUTION

TAKEOVER OF ROADS AND STREETS FOR BELMONT BYPASS DRIVE

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the **Belmont Bypass Drive**, an un-platted road, located in the County of Kent, hereinafter, be taken over as a County road and made part of the County road system of the County of Kent, viz:

Street Name	Township	Section	Length (ft)
Belmont Bypass Drive	Plainfield, T8N, R11W	NE 3	2838

Belmont Bypass Drive, a variable width parcel of land over the westerly 345 feet and continuing easterly and northerly as an 86 feet wide parcel of land, the centerline of which is described as: Commencing at the North 1/4 Corner of said Section 3; thence S87°46'31"E 43.00 feet along the North Line of said Section (to a point which is N89°46'31"W 2,576.58 feet from the Northeast Corner of said Section 3); said point being the **PLACE OF BEGINNING** for this description; thence S00°05'33"W 884.35 feet along a Line which is 43.00 feet east of and parallel with the North-South 1/4 Line for said Section 3; thence Southwesterly 1,744.48 feet along a 1,100.00 foot radius curve to the right, the chord of which bears S45°31'30"W 1,567.33 feet; thence N89°02'34"W 209.26 feet to the approximate centerline of Belmont Avenue, **said Point being the Point of ending of this description.**

FURTHER, BE IT RESOLVED, that it is hereby acknowledged that the un-platted streets, roads, and highways, listed and described herein, are for use the by the public and are located within the right-of-way under the control and jurisdiction of the Board of County Road Commissioners of the County of Kent, and

FURTHER, BE IT RESOLVED, that it is hereby stipulated that the un-platted right-of-ways, listed and described herein, are for public road purposes, are accepted into the County Road System, and are open to motor vehicle (i.e. automobile, truck, etc.) traffic.

FURTHER, BE IT RESOLVED, that the Board authorizes by permit that the sidewalks, retaining walls, and other such appurtenances located within the right of way, and that the Board, and its staff, employees, and agents, shall not maintain said sidewalks, retaining walls, and other such appurtenances, that others shall maintain said sidewalks, retaining walls, and other such appurtenances.

Moved by Commissioner Janes, seconded by Commissioner Medema that the **resolution is adopted and takeover of all the roads in the listed plat is authorized**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Commissioner Janes offered the following resolution with reference to taking over of the platted streets, roads, and highways, as listed below, located in Kent County, Michigan.

RESOLUTION

Takeover of Roads and Streets for Woodhaven Drive

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the **Woodhaven Drive**, an un-platted road, located in the County of Kent, hereinafter, be taken over as a County road and made part of the County road system of the County of Kent, viz:

Street Name	Township	Section	Length (ft)
Woodhaven Drive	Byron, T5N, R12W	SE 16	1509

Woodhaven Drive, a 66 feet wide parcel of land, being a part of the Southeast quarter of Section 16, T5N, R12W, Byron Township, Kent County, Michigan, the centerline of which is described as: Commencing at the South quarter corner of said Section 16; thence N89°54'16"E 495.00 feet along the South Line of said Southeast quarter to the **Point of Beginning** of centerline of said 66 feet wide parcel of land; thence N00°08'50"E 153.81 feet; thence Northwesterly 290.53 feet along a 300.00 feet radius curve to the left, the chord of which bears N27°35'46"W 279.31 feet; thence Northwesterly 290.53 feet along a 300.00 feet radius curve to the right, the chord of which bears N27°35'46"W 279.31 feet; thence

N00°08'50"E 292.56 feet; thence Northeasterly 339.03 feet along a 300.00 feet radius curve to the right, the chord of which bears N32°31'19"E 321.27 feet; thence N64°53'47"E 42.29 feet to the Westerly line of Kent Trail; thence, continuing as an 86 feet wide parcel of land with its centerline being N64°53'47"E 100.00 feet to the Easterly of said Kent Trail and the **Point of Ending** of this description, also being the Point of Intersection of the centerline of Woodhaven Drive (per the plat of Railview Ridge No. 2) and the Southwesterly line of the plat of Railview Ridge No. 2.

FURTHER, BE IT RESOLVED, that it is hereby acknowledged that the un-platted streets, roads, and highways , listed and described herein, are for use the by the public and are located within the right-of-way under the control and jurisdiction of the Board of County Road Commissioners of the County of Kent, and

FURTHER, BE IT RESOLVED, that it is hereby stipulated that the platted and un-platted right-of-ways, listed and described herein, are for public road purposes, are accepted into the County Road System, and are open to motor vehicle (i.e. automobile, truck, etc.) traffic.

FURTHER, BE IT RESOLVED, that the Board authorizes by permit that the sidewalks, retaining walls, and other appurtenances located within the right of way, and that the Board, and its staff, employees, and agents, shall not maintain said sidewalks, retaining walls, and related appurtenances, that others shall maintain said sidewalks, retaining walls, and related appurtenances.

Moved by Commissioner Janes, seconded by Commissioner Medema that the **resolution is adopted and takeover of all the roads in the listed plat is authorized**, as recommended by Staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, and Morren -- 4.

Nays: 0.

Commissioner Janes offered the following resolution with reference to taking over of the platted streets, roads, and highways, as listed below, located in Kent County, Michigan.

RESOLUTION
TAKEOVER OF ROADS AND STREETS FOR HARMON GREEN AVENUE

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the **Harmon Green Avenue**, an un-platted road located Hidden Ridge Condominium, Kent County Condominium Subdivision Plan Number 1004, located in the County of Kent, hereinafter, be taken over as a County road and made part of the County road system of the County of Kent, viz:

Street Name	Township	Section	Length (ft)
Harmon Green Avenue	Byron, T5N, R12W	NE 6	1250

Harmon Green Avenue; a 66 feet wide parcel of land, in said HIDDEN RIDGE, Kent County Condominium Subdivision Plan Number 1004, the centerline of which is described as **Beginning** at the point of intersection of the centerline of Harmon Green Avenue, in the plat of Hidden Ridge (Kent County Register of Deeds Instrument Number 20160823-0071212) and the Northerly line of said Hidden Ridge plat; thence N11°32'51"E 34.04 feet; thence Northeasterly 55.13 feet along a 300.00 feet radius curve to the left, the long chord of which bears N06°17'00"E 55.05 feet; thence N01°01'08"E 431.83 feet; thence Northeasterly 394.79 feet along a 303.00 feet radius curve to the right, the long chord of which bears N38°20'52"E 367.45 feet; thence N75°40'30"E 117.08 feet; thence Northeasterly 181.10 feet along a 300.00 feet radius curve to the left, the long chord of which bears N58°22'53"E 178.36 feet; thence Northeasterly

36.34 feet along a 50.00 feet radius curve to the left, the long chord of which bears N20°15'59"E 35.54 feet to the Centerline of Boynton Hollow Drive (Unplatted) and the **Point of Ending** of this description.

FURTHER, BE IT RESOLVED, that it is hereby acknowledged that the unplatted streets, roads, and highways , listed and described herein, are for use the by the public and are located within the right-of-way under the control and jurisdiction of the Board of County Road Commissioners of the County of Kent, and

FURTHER, BE IT RESOLVED, that it is hereby stipulated that the platted and un-platted right-of-ways, listed and described herein, are for public road purposes, are accepted into the County Road System, and are open to motor vehicle (i.e. automobile, truck, etc.) traffic.

FURTHER, BE IT RESOLVED, that the Board authorizes by permit that the sidewalks, retaining walls, and other appurtenances located within the right of way, and that the Board, and its staff, employees, and agents, shall not maintain said sidewalks, retaining walls, and related appurtenances, that others shall maintain said sidewalks, retaining walls, and related appurtenances.

Moved by Commissioner Janes, seconded by Commissioner Medema that the **resolution is adopted and takeover of all the roads in the listed plat is authorized**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Commissioner Janes offered the following resolution with reference to taking over of the platted streets, roads, and highways, as listed below, located in Kent County, Michigan.

RESOLUTION
TAKEOVER OF ROADS AND STREETS FOR BOYNTON HOLLOW DRIVE

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the **Boynton Hollow Drive**, an un-platted road located Hidden Ridge Condominium, Kent County Condominium Subdivision Plan Number 1004, located in the County of Kent, hereinafter, be taken over as a County road and made part of the County road system of the County of Kent, viz:

Street Name	Township	Section	Length (ft)
Boynton Hollow Drive	Byron, T5N, R12W	NE 6	445

Boynton Hollow Drive, a 66 feet wide parcel of land, in said HIDDEN RIDGE, Kent County Condominium Subdivision Plan Number 1004, being a part of the Northeast quarter of Section 6, T5N, R12W, Byron Township, Kent County, Michigan, the centerline of which is described as: **Beginning** at the point of intersection of the centerline of Boynton Hollow Drive, on the East edge of the plat of Hidden Ridge No.2 (Kent County Register of Deeds Instrument Number 20180830-0068107); thence Southeasterly 100.50 feet along a 300.00 feet radius curve to the right, the long chord of which bears S48°07'02"E 100.03 feet; thence S38°31'15"E 36.79 feet; thence Southeasterly 76.14 feet along a 300.00 feet radius curve to the left, the long chord of which bears S45°47'13"E 75.93 feet; thence S53°03'43"E 68.28 feet; thence Southeasterly 56.40 feet along a 300.00 feet radius curve to the right, the long chord of which bears S47°40'17"E 56.32 feet; thence S42°17'23"E 70.85 feet; thence Southeasterly 36.41 feet along a 50.00 feet radius curve to the right, the long chord of which bears S21°25'05"E 35.62 feet to the Centerline of Harmon Green Avenue (un-platted) and the **Point of Ending** of this description.

FURTHER, BE IT RESOLVED, that it is hereby acknowledged that the un-platted streets, roads, and highways , listed and described herein, are for use the by the public and are located within the right-of-way under the control and jurisdiction of the Board of County Road Commissioners of the County of Kent, and

FURTHER, BE IT RESOLVED, that it is hereby stipulated that the platted and un-platted right-of-ways, listed and described herein, are for public road purposes, are accepted into the County Road System, and are open to motor vehicle (i.e. automobile, truck, etc.) traffic.

FURTHER, BE IT RESOLVED, that the Board authorizes by permit that the sidewalks, retaining walls, and other appurtenances located within the right of way, and that the Board, and its staff, employees, and agents, shall not maintain said sidewalks, retaining walls, and related appurtenances, that others shall maintain said sidewalks, retaining walls, and related appurtenances.

Moved by Commissioner Janes, seconded by Commissioner Medema that the **resolution is adopted and takeover of all the roads in the listed plat is authorized**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren stated that during the November 13th discussion on the Notice of Sale of Land, is item there was discussion about how the sale of the Road Commission's property would be marketed to potential buyers beyond the greater Grand Rapids area. In response, Staff has worked with the real estate attorney to revise the

Notice of Sale to include a provision which incentivizes real estate brokers with national networking capabilities to identify potential buyers beyond the local market. This section provides that the Road Commission would pay an Unknown Potential Buyer's licensed real estate broker or buyer's agent a commission equal to three percent (3%) of the purchase price should that sale be approved by the Board. Staff has met with the Board subcommittee for this project and they are supportive of the revised Notice of Sale.

Moved by Commissioner Morren, seconded by Commissioner Janes that Staff is authorized to publish **Notice of Sale of Land – 1500 Scribner Avenue, NW and 1600, 1632, and 1660 Turner Avenue, NW**, Grand Rapids, Michigan, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Assistant Director Wiegerink requested authorization to award bids as follows:

1. Purchase of **one three-quarter-ton 4X4 extended cab with plow** for the Maintenance Department.

Staff is recommending **award to Berger Chevrolet**, lowest responsive and responsible bidder meeting specifications and requirements at a **total cost of \$33,345.20**.

2. Purchase of **one tractor with cab** for the Central Complex.

Staff is recommending **award to Kent Equipment Company**, lowest responsive and responsible bidder at a **total cost of \$52,577.43**.

3. Purchase of **2018 requirements of chip seal asphalt emulsion materials**, as needed with a one-year renewal option.

Staff is recommending **award to BIT-MAT Products and Michigan Paving & Materials**, buying the materials as specified in the best interest of the Kent County Road Commission and participating agencies and taking into consideration cost, type of material requested, project location, and availability of material at the time of demand.

4. Purchase of **2019 requirements of concrete culvert pipe and related components**, as needed with a one-year renewal option.

Staff is recommending **award to “all bidders” (Core & Main, Grand Valley Concrete Products, Northern Concrete Pipe, Inc.)**, buying in the best interest of the Road Commission and taking into consideration cost, material availability at the time of need, project location, and pickup or delivery timing.

5. Purchase of **2019 requirements of corrugated metal culvert pipe and related components, as needed**, with a one year renewal option.

The majority of the purchases are for restocking inventory at the Complexes of twelve-inch, fifteen-inch, and eighteen-inch culvert pipe, but the Road Commission also purchases pipe arch, 3X1 culvert pipe and multi-plates.

Therefore, Staff is recommending **award to “all bidders”) (Contech Engineering Solutions, LLC., Cadillac Culvert, Inc., Jensen Bridge & Supply Company, and St. Regis Culvert, Inc.)**, buying in the best interest of the Road Commission and taking into consideration cost, material needed and availability, project location, and delivery timing.

6. Purchase of **2019 requirements of fog seal asphalt emulsion materials, as needed**, with a one-year renewal option.

Staff is recommending **award to Bit-Mat Products and Michigan Paving & Materials**, buying the materials as specified in the best interest of the Road Commission and participating agencies and taking into consideration cost, type of material requested, project location, and availability of material at the time of demand.

7. Purchase of **2019 requirements of steel beam guardrail elements and related components, as needed**, with a one-year renewal option.

Nine vendors received the invitation to bid and six vendors submitted bids.

The Road Commission purchases both new and used guardrail elements and related components. When feasible, damaged rails and components due to automobile accidents will be replaced with used. Upgrades and new installations as mandated may require new guardrail elements and components. The Road Commission needs the flexibility and the sources to provide both new and used materials as needed and required.

Staff is recommending **award to BIT-MAT Products and Michigan Paving & Materials**, buying the materials as specified in the best interest of the Kent County Road Commission and participating agencies and taking into consideration cost, type of material requested, project location, and availability of material at the time of need, and delivery times or location.

8. Purchase of **2019 requirements of A1, 4-inch by 8-inch, 21AA, 22A, and 23A limestone** for stockpiling at the District Complexes, as needed, with a one-year renewal option.

Staff is recommends **award to Yellow Rose Transport** lowest responsive and responsible bidder based on the lowest average costs for the products listed:

A1	\$38.88 per ton
4" x 8"	\$29.63 per ton
21AA	\$18.91 per ton
23A	\$18.91 per ton
23A	\$18.91 per ton

9. Purchase of **2019 requirements of paper products, as needed**, with a one-year renewal option.

Staff is recommending **award to "all bidders"** buying in the best interest of the Road Commission. The determining factor on procuring the paper products will be the items that meets or exceeds specifications, costs, and delivery requirements.

10. Purchase of **2019 requirements of precast concrete box culverts and end sections, as needed**, Complex.

The invitation to bid was sent to seven suppliers with two suppliers submitting a bid. Therefore, Staff is recommending **award to Mack Industries and Northern Concrete Pipe, Inc.**, buying in the best interest of the Road Commission taking into consideration cost, type of material needed, availability of material at the time of need, and project location.

11. Purchase of **2019 requirements of spray patch mix emulsion**, as needed with a one-year renewal option.

The invitation to bid was sent to four suppliers with one supplier submitting a bid. Therefore, Staff is recommending **award to Michigan Paving and Materials Company** at the following costs:

AMS Seal SP	\$1.90 per gallon picked up at supplier's plant \$1.99 per gallon delivered
AMS Seal WP	\$2.00 per gallon picked up at supplier's plant \$2.09 per gallon delivered

12. Purchase of **2019 requirements of various road materials (sand, gravel, stone)**, as needed.

Staff is recommending **award to “all bidders** whose materials meets or exceeds the 2012 Michigan Department of Transportation Standard Specifications for Construction, Section 902 Aggregate requirements. As the bid specified, materials are to be picked up by the Road Commission crews, therefore, purchases will be based cost, material availability, and project and pit locations.

13. **Contract #19-07:** Janitorial services at the Central Complex Offices and Maintenance Garage Offices for three years – 2019, 2020, and 2021.

Nine contractors attended the pre-bid meeting to review the Complex and receive specifications. Six contractors submitted bids. Staff reviewed all the bids submitted, and based on the total cost, level of experience and past performance, and references, recommends **award to Zervas Facility Maintenance**, lowest responsive and responsible bidder at a monthly rate of \$4,660.00, **total contract cost for three year - \$167,760.00**. Zervas Facility Maintenance held the janitorial service contract from 2003-2005 and Staff was satisfied with their performance.

14. **Contract #19-09:** Rotomilling and pulverizing as required on Primary and Local roads and State Trunklines for three years – 2019, 2020, and 2021.

The invitation to bid was sent to ten contractors; three contractors submitted a bid. Staff is recommending **award to “all bidders” (A-1 Asphalt, Black Gold Transport, and Michigan Paving and Materials Company)** contracting in the best interest of the Road Commission and taking into consideration rental rates which will vary as to the type of device rented and the availability of the contractor at the time of need.

15. **Contract #19-10:** Rental of traffic control devices, as required, on State Trunklines, local and Primary roads for three years – 2019, 2020, and 2021.

Eight contractors received the invitation to bid and one vendor submitted a bid. Therefore, Staff is recommending **award to Give 'Em a Brake Safety**. The rental rates will vary as to the type of device rented and the availability in accordance with prices detailed on the bid tabulation.

16. **Contract #19-11:** Refuse Disposal Services at the North, Central, South, and Southwest Complexes for three years – 2019, 2020, and 2021.

Staff is recommends **award to Waste Management** at the month and “on call” pickup rates as detailed on the tabulation. Recommendation is made on the basis that the bid submitted was the overall lowest best bid based on refuse disposal service averages:

17. **Contract #19-15:** Concrete Preparation Services on bridge decks in Kent County for 2019 with two one-year renewal options.

Staff is recommends **award to Smith's Waterproofing, LLC**, only bidder **at a cost of \$3.70 per square yard** for various concrete preparation services on bridge decks

18. **Contract #19-17:** Concrete Cutting Services on State Trunklines, Primary, and Local Roads, as needed for 2019 with two one-year renewal options.

The invitation to bid was sent to five contractors and three submitted bids. Staff is recommends **award to “all bidders” (Concrete Cutting & Breaking, Diamond Concrete Sawing, and RW Concrete Sawing, Inc.)** contracting in the best interest of the Road Commission. Rates will vary as to the type of concrete cutting service needed and the availability of the contractor at the time of need and in accordance with prices detailed on the bid tabulation.

Moved by Commissioner Janes, seconded by Commissioner Medema that
Staff is **authorized to award the above purchases and contracts as recommended.**

Motion carried by the following vote:

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

Nays: 0.

Assistant Director Wiegerink requested authorization to advertise for bids on
the following:

1. Purchase of **2019 requirements of concrete repair materials**, as needed with a one-year renewal option **(January 10, 2019)**.
2. Purchase of **2019 requirements of fasteners**, as needed with a one-year renewal option **(January 10, 2019)**.
3. Purchase of **2019 requirements of liquid binder** (for penetrating floodcoat on bridge decks), as needed with a one-year renewal option **(January 10, 2019)**.
4. Purchase of **2019 requirements of liquid pothole filler material** with a one-year renewal option **(January 10, 2019)**.
5. **Contract #19-18:** 2019 Construction Engineering Services (third party testing) to perform material, workmanship testing, and inspections as it relates to new platted and public streets with a one-year renewal option **(January 10, 2019)**.
6. **Contract #19-22:** 76th Street from Sierrafield Drive to Clyde Park Avenue, Byron Township – Mill and fill **(January 17, 2019)**.
7. **Contract #19-23:** Cascade Road from Forest Hill to Spaulding Avenue, Grand Rapids Township – Mill and fill **(January 17, 2019)**.
8. **Contract #19-24:** Lincoln Lake Avenue from North Lowell City Limits to McPherson Street, Vergennes Township – Mill and fill **(January 17, 2019)**.
9. **Contract #19-25:** Whitneyville Avenue from 66th Street to 48th Street, Cascade Township – Crush and shape **(January 17, 2019)**.
10. **Contract #19-26:** 13 Mile Road from Peach Ridge Avenue to M-37, Sparta Township – Mill and fill and crush and shape **(January 17, 2019)**.

11. **Contract #19-27:** Lamoreaux Drive from Alpine Avenue to West River Drive, Alpine/Plainfield Townships – sanitary sewer, watermain, and mill and fill resurfacing **(January 17, 2019).**

Moved by Commissioner Medema, seconded by Commissioner Janes that Staff is authorized to **advertise for bids on the above-listed purchases and contracts with bids to be accepted until 8:30 o'clock a.m. on the dates listed**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren stated that during the Public Comment period at the November 27th meeting, the Board was presented with a petition to permanently cul-de-sac Bluffview Drive within Woodruff Estates, Section 22, Byron Township. The petition signature sheet included twenty-eight signatures representing twenty different addresses and six residents on Bluffview Drive.

This request is likely being generated by a planned residential development to the east of Bluffview Drive, south of 84th Street and west of Burlingame Avenue. The proposed development was considered by the Byron Township Board in June 2018 and not approved. The developer was encouraged to reduce density and improve street layout to deter cut-through traffic. Staff has held discussions with the developer (Eastbrook Builders) pertaining to conceptual layouts. To date however there has been nothing formally submitted to Kent County Road Commission for review.

The Board thanked Staff for the follow-up and asked that Staff keep up communications with the residents.

There being no further business to come before the Board, the meeting was adjourned at 9:02 o'clock a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary