

1500 Scribner Avenue, NW
Grand Rapids MI 49504

March 12, 2019

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, Morren, and VerHeulen, Managing Director Warren, Director of Finance Barcheski, and Executive Secretary Martin.

Also present: Deputy Managing Director - Engineering Harrall, Deputy Managing Director - Operations Byrne, Director of Equipment Roose, Director of Traffic and Safety Haagsma, Assistant Director of Finance in charge of Purchasing Wiegierink, Assistant Director of Finance Guerra, Human Resources Manager Dennis, and Communications Manager Lamoreaux.

There was no public comment.

The Board discussed minutes of the Board meeting held February 26, 2019.

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

Motion carried by the following vote:

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

Nays: 0.

At 8:02 o'clock a.m. Chairman Rambo requested a motion to move into Closed Session to discuss labor negotiations.

Moved by Commissioner Morren, seconded by Commissioner Janes that the Board meet in Closed Session to discuss labor negotiations.

Motion carried by the following vote:

Yeas: Commissioners Rambo

Commissioner Janes

Commissioner Medema

Commissioner Morren

Commissioner VerHeulen.

Nays: 0.

The meeting was reconvened at 9:02.

The disbursements for the check run dated March 8, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included overtime of \$64,829.20. The Construction Estimates are as follows:

Michigan Dept. of Transportation	Fred Meijer Trail	\$ 89,564.36
	Knapp Street	61,717.04
	13 Mile Road	10,126.51
	13 Mile Road	16,108.19
	10 Mile Road	18,332.81
Total		\$195,848.91

Director Barcheski stated the Cash Receipts include the Michigan Transportation Fund receipts, which she will review shortly. The General Fund has \$26,673,006.93 remaining after approval of disbursements. Of that amount, \$4,374,301.95 is unavailable Operating Funds, leaving \$22,298,704.98 in total available Operating Funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$712,048.26, Construction Estimates of \$195,848.91, Accounts Payables of \$1,308,822.75, and Cash Balances and Investments for the check run**

dated March 8, 2019, 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.

Director Barcheski reviewed for the Board the Michigan Transportation Fund revenues that were collected in January 2019 and received in March 2019. She stated the funds received were \$4,615,536.00, a favorable variance of \$388,517.00 over what was budgeted. The funds received 6.2 percent over last year.

The report was received for information.

Managing Director Warren presented the Act 51 2019 Road Certification to the Board for their review and adoption. Deputy Managing Director – Engineering Harrall stated the Act 51 2019 Road Certification is due in Lansing by March 31, 2019. A change in certified miles submitted to the Michigan Department of Transportation represents a net increase of 3.94 miles which consists of: 4.30 miles of new residential street, 0.54 miles for Belmont Bypass, and a decrease of 0.90 miles due to decertification and abandonment.

The certified road mileage as of December 31, 2018 is:

- | | | |
|------------------------|----------------|---------------------------|
| • Primary Roads | 656.98 miles | (656.98 previous year). |
| • Local Road | 1,311.65 miles | (1,307.71 previous year). |
| • Urban Area (Primary) | 373.71 miles | (373.71 previous year). |
| • Urban Area (Local) | 697.73 miles | (693.77 previous year). |

Moved by Commissioner Janes and seconded by Commissioner VerHeulen that the Board **approves and executes the Act 51 2019 Road Certification**, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested authorization to purchase right-of-way.

1. Roger and Julie Corson, **2201 – 84th Street, SE**, Section 16, Gaines Township.

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 value for the permanent highway easement seventeen-foot wide by 268.2 feet long (4,560 square feet) was determined by David J. VanStensel as \$0.70 / square foot. **The resulting just compensation is \$3,192.00.**

Easement Description: 2201 84th Street SE, Caledonia, MI 49316

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 1,387.85 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 N89°26'21"W 268.18 feet along said Northerly Right of Way to the Westerly Property Line; thence N00°50'49"E 17.00 feet along said Westerly Property Line; thence S89°26'21"E 268.18 feet to the Easterly Property Line; thence S00°50'49"W 17.00 feet along said Easterly Property Line to the Point of Beginning. Contains 4,560 square feet more or less and is subject to other easements and restrictions of record.

2. Walter and Carolyn Corson, **2251 – 84th Street, SE**, Section 21, Gaines Township.

Deputy Managing Director Harrall stated Walter and Carolyn Corson Trust, the owners of property located at 2251 - 84th Street, SE, have agreed to sell additional highway easement of a portion of their property to accommodate the 2020 84th Street reconstruction

work. The value for the permanent highway easement seventeen-feet wide by 264 feet long (4,488 square feet) was determined by David J. VanStensel as \$0.70 / square feet. **The resulting just compensation is \$3,141.00.**

Easement Description: 2251 84th Street SE, Caledonia, MI 49316

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 1,259.45 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 264.00 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 264.00 feet to the Point of Beginning. Contains 4,488 square feet more or less and is subject to other easements and restrictions of record.

Moved by Commissioner Medema and seconded by Commissioner VerHeulen that **Staff is authorized to purchase the above-described right-of-way** as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren requested preliminary street approval for the extension of Graymoor Avenue. Deputy Managing Director Harrall stated Graymoor Avenue is located north of 76th Street and east of Broadmoor Avenue in Section 8, Caledonia Township. The overall Graymoor Site Condominium includes a combination of public streets and private streets. There are a total of 117 lots planned for this residential

development. The second phase extends Graymoor Avenue approximately 600 feet north terminating with a temporary cul-de-sac, and one private cul-de-sac street (Glencroft Court) to the west. There are twenty lots included in this phase, for an overall total of forty-three lots. The developer is Broadmoor Investors, LLC, (Dale Kraker) and the engineer is Nederveld.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that **preliminary street approval is authorized for the extension of Graymoor Avenue, Section 8, Caledonia Township, as recommended by Staff and subject to the following special requirements and modifications:**

1. Property conveyed for street right of way shall be conveyed in fee simple title. Proprietor / owner shall provide title commitment for review to determine other requirements (i.e. subordination or relinquishment of existing easements, etc.).
2. 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.
3. Proprietor shall secure termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners within street rights of ways, including prior phase and existing street right of ways, to the Board's satisfaction as recommended by Staff.
4. Proprietor shall secure acceptable subordinations of existing mortgages, in favor of the Board of County Road Commissioners within street right-of-ways to the Board's satisfaction as recommended by Staff.
5. Prior to executing any easements, leases, license, or other similar agreements that may encumber proposed highway right of ways to be conveyed to the Board, the proprietor shall review and obtain written concurrence of such agreements from the Deputy Managing Director, Engineering (County Highway Engineer).
6. Board retains sole discretion to determine time and conditions for the take-over of proposed public streets.

7. Proprietor shall incorporate United States Post Office customer mail delivery mode requirements in their improvements design and construction documents.
8. Proprietor shall provide written confirmation from the United States Post Office local postmaster or station master confirming that customer mail delivery requirements conform to their requirements and conform to Kent County Road Commission requirements as directed by the County Highway Engineer.
9. In the master deed, amendments to the master deed, or other related documents pertinent to the overall condominium project, or this phase, the Developer/Proprietor shall include such provisions, recitals, or statements pertaining to those elements of the project appurtenant to the public roadways and drainage of said public roadways, and storm water management systems as required by the County Highway Engineer in the interest of the Road Commission. Such provisions shall not be modified without the written consent of the Road Commission.
10. Kent County Road Commission promotes Complete Streets and permits amenities within the public road right-of-way to the extent practical.

Motion carried by the following vote:

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

Nays: 0.

Managing Director Warren presented the Municipal Consulting Services Compensation Study for Teamsters Local 214 Positions to the Board. He stated the Study provides comparable wage analysis to both public and private labor markets. This is valuable information as the Road Commission enters into union negotiations.

Moved by Commissioner Medema, seconded by Commissioner Janes that the **Municipal Consulting Services Compensation Study for Teamsters Local 214 Positions is received and filed** by the Board, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Assistant Director of Finance Wiegerink requested authorization to award bids as follows:

1. Purchase of **2019 requirements of H1 limestone aggregate and CS-T trap rock** for stockpiling at the District Complexes as needed with a one-year renewal option.

Assistant Director Wiegerink stated the invitation to bid was sent to six suppliers with two submitting a bid. Therefore, Staff recommends **award to both bidders – Verplank Trucking Company and Yellow Rose Transport** 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.

2. **Contract #19-37:** 100th Street from Eastern Avenue to Kalamazoo Avenue, Gaines Township – Primary Reconstruction – construct to all-season roadway.

Staff recommends **award to Brenner Excavating, Inc.**, lowest responsive and responsible bidder at a **total contract cost of \$871,916.17**.

3. **Contract #19-39:** Leonard Street and Crahen Avenue, Grand Rapids Township – Primary Safety – realignment of the intersection.

Staff recommends **award to Dean's Landscaping & Excavating, Inc.**, lowest responsive and responsible bidder at a **total contract cost of \$525,908.24**.

Moved by Commissioner Morren, seconded by Commissioner Medema that **Staff is authorized to award the above-listed purchase and contracts as recommended.**

Motion carried by the following vote:

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

Nays: 0.

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

1. Purchase of **2019 requirements of bituminous patching materials**, as needed **(April 4, 2019)**.
2. Purchase of **2019 requirements of hot rubber crack sealer and material** for concrete joint repair, as needed with a one-year renewal option **(April 4, 2019)**.
3. Purchase of **2019 requirements of ready mix concrete** (concrete curb mixture and concrete patching mixture, as needed **(April 4, 2019)**).
4. Purchase of **eight (8) dump bodies and hoist assemblies** for installation on the new single axle cab and chassis trucks **(bids to be received on a date to be determined)**.
5. Purchase of **nine (9) electronic ground speed oriented controllers** (controls the material being spread) for installation on the new cab and chassis trucks – single axle (eight) and five-axle (one) **(bids to be received on a date to be determined)**.
6. Purchase of **nine (9) hydraulic systems** (operates the dump body, underbody scrapers, and spreader systems) for installation on the new cab and chassis trucks – single axle (eight) and five-axle (one) **(bids to be received on a date to be determined)**.
7. Purchase of **one live bottom body** for installation on a new five-axle heavy-duty cab and chassis truck **(bids to be received on a date to be determined)**.
8. Purchase of **nine (9) hydraulic underbody truck scrapers** for installation on the new cab and chassis trucks – single axle (eight) and five-axle (one) **(bids to be received on a date to be determined)**.

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

Motion carried by the following vote:

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

Nays: 0.

Deputy Managing Director – Operations Byrne updated the Board on winter Maintenance operations and budget as of March 11, 2019. To date, 75.8 inches of snow has fallen. Of note, there have been twenty-two days of freezing rain/drizzle since the first of the year. Staff has worked 24,414 hours of overtime since October 1, 2018. The Road Commission has spent \$4,330,648.00 or seventy-two percent of the \$6,000,000.00 budget. Forty-three percent of that amount has been spent on equipment, thirty percent on material, and twenty-seven percent on labor.

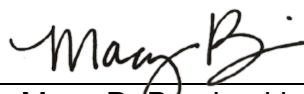
The Michigan Department of Transportation has spent \$3,684,041.00 of the \$3,901,002.00 budget or ninety-five percent. Forty percent of that amount has been spent on equipment, thirty-nine percent on material, and twenty-one percent on labor.

Managing Director Warren updated the Board on the proposed allocations and disbursements from the State and proposed Act 51 formula change.

Commissioner Medema complimented Staff on the Facebook page and postings. Communications Manager Lamoreaux presented comments and thanks from Facebook followers.

There being no further business to come before the Board, the meeting was adjourned at 9:41 o'clock a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary