

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

October 8, 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, Chair at 8:00 a.m.

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

Also present: Deputy Managing Director - Engineering Harrall, Deputy Managing Director - Operations Byrne, Director of Building and Equipment Roose, Assistant Director of Traffic and Safety Wollner, Assistant Director of Finance in charge of Purchasing Wiegerink, Human Resource Director Dennis and Communication Manager Lamoreaux.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, September 24, 2019.

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

Motion carried by the following vote:

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

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated October 4, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$26,936.00 in overtime. The detail of construction estimates are as follows:

Contractor	Project	Amount
C A Hull Company Inc.	Caledonia Bridge #30 – 100 th St. over the Thornapple River (estimate #5)	30,937.50
Rieth-Riley Construction Company	Cascade Township mill & fill (estimates #4 and #5)	352,178.02
	13 Mile Road – Wabasis Ave. to Podunk Ave. (estimate #1)	112,288.25
Superior Asphalt, Inc.	Paving at South Complex (estimate #1)	190,615.15
	Ada Township partial mill & fill (estimate #1)	170,966.55
	Total	\$856,985.47

Director Barcheski stated the General Fund has 22,687,013.70 remaining after approval of disbursements. Of that amount, \$9,136,501.52 is unavailable operating funds, leaving \$13,550,512.18 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner Morren that **Payroll of \$641,969.41, Construction Estimates of \$856,985.47, Accounts Payables of \$2,684,398.18, and Cash Balances and Investments for the check run dated October 4, 2019** is 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 **Michigan Transportation Fund**

Director Barcheski reviewed the Michigan Transportation Fund revenues that were collected in August 2019 and received in October 2019. This is the eleventh payment in 2019. She stated the funds received were \$4,139,595.00, a favorable variance of \$6,871.00 more than what was budgeted. To date, receipts are up 6.6 percent over this time last year.

The report was received for information.

Item #6 **Resolution for Participation – 2020 Federal Aid Exchange Program**

Managing Director Warren requested adoption of a resolution for participation in the 2020 Federal Aid Exchange Program and authorization to execute an agreement with Montcalm County Road Commission for the transfer of STP Rural Federal aid funds in exchange for non-Federal transportation dollars.

Deputy Managing Director Harrall stated that for the fifth consecutive year, staff is proposing to purchase Federal aid from Montcalm County Road Commission (MCRC). The purchase of \$925,000.00 of 2020 STP Rural funds from MCRC will allow Kent County Road Commission to advance the HMA resurfacing of Grand River Drive between Snow Avenue and Segwun Avenue. This project is currently on KCRC's rural unfunded "Illustrative List" of the Grand Valley Metro Council's 2020-2023 Transportation Improvement Plan (TIP). KCRC would pay MCRC \$693,750 (75%) in exchange for \$925,000.00 of STP Rural funds that would be allocated to the Grand River Drive project for 2020 construction.

Commissioner Janes offered the following resolution in reference to the Federal Aid Exchange Program.

**Resolution for
Participation in the 2020
Federal Aid Exchange Program**

WHEREAS, the Kent County Road Commission has participated in the Federal Aid Exchange Program in fiscal years 2016 - 2019, and

WHEREAS, the Michigan Department of Transportation is planning to allow this Program to continue in 2020, and

WHEREAS, the Kent County Road Commission is requesting to purchase approximately \$925,000.00 of Federal STP Rural Funds from Montcalm County Road Commission, and

WHEREAS, the Board of Road Commissioners of the County of Kent supports the purchase of STP Rural Federal Aid from our neighboring county.

WHEREAS, Steven A. Warren, Managing Director of the Kent County Road Commission is hereby authorized to execute said Agreement for and on behalf of the Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Kent County Road Commissioners of the County of Kent hereby resolve that the Kent County Road Commission is hereby actively seeking participation in the 2020 Federal Aid Exchange Program.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the Board **adopt the resolution supporting the purchase of Federal Aid from Montcalm County Road Commission** as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Item #7 Resolution of Support – 4 Mile Road Sidewalk

Managing Director Warren requested adoption of a resolution supporting the 4 Mile Road sidewalk project.

Deputy Managing Director Harrall stated that staff has been working with Alpine Township and Plainfield Township on an application for Transportation Alternative Program funds to construct a concrete sidewalk along the north side of 4 Mile Road between Yorkland Drive and West River Drive. On October 1, 2019, the Michigan Department of Transportation issued a Conditional Commitment to fund the project in 2020. The estimated project cost is \$150,000.00 with 70% Federal TAP funds (\$105,000.00) and 30% local match (\$45,000.00) provided by Alpine Township and Plainfield Township. The Conditional Commitment requires a resolution from the Act 51 agency regarding availability of the local match and responsibility for future maintenance (Alpine and Plainfield Townships).

Commissioner Morren offered the following resolution of support for the 4 Mile Road Sidewalk Transportation Alternative Project.

**Resolution of Support
for the
4 Mile Road Sidewalk
Transportation Alternative Project**

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

WHEREAS, the provisions of sidewalks for pedestrians are eligible Transportation Alternative Program activities, and

WHEREAS, the Kent County Road Commission, on behalf of Alpine and Plainfield Townships, submitted the application for TAP funding to construct a sidewalk along the north side of 4 Mile Road between Yorkland Drive and West River Drive.

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

Total estimated Sidewalk cost:	\$150,000.00
Federal Funds: (70% TAP)	\$105,000.00
Local Match: (30% Alpine and Plainfield Townships)	\$45,000.00

BE IT FURTHER RESOLVED that Alpine and Plainfield Townships will provide local match funds and Alpine and Plainfield Townships are responsible for the maintenance of the sidewalk 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 Medema that the **resolution of support is adopted** by the Board and as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Sign and Execute Title Sheet

Managing Director Warren requested authorization to sign and execute the title sheet for the Fruit Ridge Avenue pavement reconstruction.

Deputy Managing Director Harrall stated the Fruit Ridge Avenue resurfacing project between 6 Mile Road and 10 Mile Road is ready to bid through MDOT. The project includes crushing and shaping the existing asphalt pavement and placement of 2 courses of new HMA. The estimated project cost is \$1,400,000.00. Funding includes \$877,000.00 Federal STP Rural funds with the remaining \$523,000.00 local match funded by KCRC.

Moved by Commissioner Medema, seconded by Commissioner Janes that the Board authorizes to **sign and execute the title sheet for the Fruit Ridge Avenue** pavement reconstruction, as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Public Hearings

Managing Director Warren requested authorization to schedule Public Hearings for the 2020 Primary road projects.

Deputy Managing Director Harrall stated staff is requesting to schedule Public Hearings for two 2020 road construction projects:

a. **84th Street between Kalamazoo Avenue and Breton Avenue**

An information meeting is scheduled for October 29, 2019 at Gaines Township Hall. This proposed primary road improvement project includes tree removal, earthwork, sand

subbase, aggregate base, culvert replacement, HMA paving, ditching and restoration necessary to construct a 2-lane all-season roadway.

b. 84th Street widening between Division Avenue and Eastern Avenue

An information meeting is scheduled for October 29, 2019 at Gaines Township Hall. This proposed primary road improvement project to widen the existing 2-lane all-season roadway to 3 lanes and will provide a continuous center-turn lane. Work includes tree removal, earth work, sand subbase, aggregate base, concrete curb and gutter, storm sewer, ditches, sanitary sewer (Gaines Township), HMA paving, restoration and pavement markings.

Moved by Commissioner Medema and seconded by Commissioner Janes that staff is authorized to **schedule Public Hearings** for the above-described projects for **Tuesday, November 26, 2019** at the **Road Commission offices at 1500 Scribner Avenue, NW at 6:30 p.m.**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 Traffic Signal

Managing Director Warren requested authorization to install a traffic signal at the intersection of Hanna Lake Avenue and 60th Street.

Assistant Director of Traffic and Safety Wollner stated a traffic signal warrant study was completed for the intersection of 60th Street and Hanna Lake Avenue Drive in Gaines Township and the warrant criteria was met. An actuated signal is recommended so the signal does not cycle unnecessarily.

Moved by Commissioner Morren, seconded by Commissioner Medema that the Board authorizes to **install a traffic signal at the intersection of Hanna Lake Avenue and 60th Street**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #11 Award of Bids

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

- a. Purchase of **one (1) Asphalt Dispensing Unit** (Hotpatcher) for the North Complex

As part of the Kent County Road Commission's Purchasing Procedures and Policies, purchases may be made through cooperative ventures / alliances with other governmental agencies, when it is in the best interest of the Road Commission.

Kent County Road Commission is a member of the State of Michigan's MiDEAL purchasing program and takes advantage of all governmental pricing when applicable. Falcon Road Maintenance Equipment has a current contract with the State of Michigan's MiDEAL program for asphalt dispensing equipment.

Therefore, staff is recommending the Board's authorization to purchase one (1) 4 ton asphalt dispensing unit (hotpatcher), Model 4T1B from **Falcon Road Maintenance Equipment**, Freeland, Michigan, off MiDEAL Contract #071B770092 for a total cost of **\$15,314.00**.

- b. Purchase of **one (1) Brush Chipper** for the North Complex

As part of the Kent County Road Commission's Purchasing Procedures and Policies, purchases may be made through cooperative ventures / alliances and with other

governmental agencies when it is in the best interest of the road commission. Kent County Road Commission takes advantage of all governmental sources for pricing when applicable. Sourcewell (formally National Joint Powers Alliance - NJPA), is a government organization, that partners with education, government and non-profits offering a cooperative purchasing program and conducts competitive solicitations awarding to the most responsive and responsible vendors. Morbark LLC is one of those vendors.

Therefore, staff is recommending the Board's authorization to purchase one (1) 2019 Morbark Eger Beaver, 2131-TA brush chipper from **Morbark LLC**, Winn, Michigan, off Sourcewell Contract #050119-MBI, for a total cost of **\$85,625.00**.

Moved by Commissioner Medema, seconded by Commissioner Morren to **authorize 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 #12 Advertise for Bids

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

- a. Purchase of **two (2) 16,000 pound trailers** for the North and Central Complexes
- b. Purchase of **one (1) 50,000 pound trailer** for the Central Complex
- c. **Contract #20-09:** Relocate the blade pit at the South Complex, 4949 Tim Dougherty Drive SE, Grand Rapids, Michigan
- d. **Contract #20-10:** Janitorial services at two MDOT facilities in Grand Rapids

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that staff **is authorized to advertise for bids on the above listed purchases with bids to be accepted until 8:30 a.m. on the date to be determined** and as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

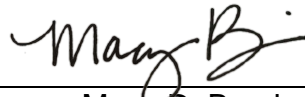
Item #13 **Comments**

➤ Managing Director Warren stated the Years of Service Awards are scheduled for October 8, 9 and 10, 2019.

➤ Deputy Managing Director Byrne stated the Maintenance Department will be participating in the City of Kentwood's Roadeo, which is scheduled for Wednesday, October 9, 2019.

There being no further business to come before the Board, the meeting was adjourned at 8:30 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary