

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

October 22, 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 8:05 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 Traffic and Safety Haagsma, Assistant Director of Engineering Byle, Assistant Director of Traffic and Safety Wollner, Assistant Director of Finance in charge of Purchasing Wiegerink, Senior Road Patrol Foreman Murphy, Human Resource Director Dennis, Human Resource Coordinator Nanzer, Communication Manager Lamoreaux, Retiree Dan Kent and his wife Carol Kent.

Item #2 Public Comment

There was no public comment.

Item #3 Honoring the Retirement of Dan Kent

Director of Traffic and Safety Haagsma introduced Dan Kent to the Board stating Dan is retiring after forty-five years of service. He discussed Dan's career at the Road Commission. When Dan worked as an inspector in the Engineering Department and contractors were not following the rules, Dan would shut them down, receiving the nickname "shut 'em down Dan". He started at the KCRC as a Labor I, moved up to a Driver at the Sparta

Garage, then progressed to the Engineering Department as an Engineer Technician. Dan's last position was with the Traffic and Safety Department as a Road Patrol Officer.

Director Haagsma presented Dan with a plaque and license plate. Dan stated he was thankful for all the years he had at KCRC. His goal was always to make things better. Dan was the Chief Union Steward and the Bargaining Committee's Chair of the Local Teamster's 214. He is also a First Ward Commissioner for the City of Walker. The KCRC offered a Stress Management class and a Stop Smoking Class. Dan stated he was beyond grateful for those two classes and has been smoke free for 34 years. Dan is looking forward to his retirement and spending time with family and traveling.

Commissioner Rambo offered the following certificate in honor of Dan Kent's years of service at the Kent County Road Commission and his retirement.

Recognition of Dedicated Service

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

**Dan Kent
on 45 years of dedicated service.**

1974 – 2019

The Board and Staff wished Dan Kent many happy and fulfilling years of retirement.

Item #4 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, October 8, 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 #5 Disbursements and Cash Balances

The disbursements for the check run dated October 18, 2019 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$20,103.68 in overtime. The detail of construction estimates are as follows:

Contractor	Project	Amount
Dean's Landscape & Excavating, Inc.	Leonard St. and Crahen Ave. intersection realignment (estimate #7 & FINAL)	20,196.85
Kamminga & Roodvoets, Inc.	Lamoreaux Dr. – Alpine Ave. to West River Dr. (estimate #13)	5,862.00
Rieth-Riley Construction Company	Cascade Township mill & fill (estimate #6)	567,860.40
Superior Asphalt, Inc.	Vergennes Twp. crush, shape & repave – Bailey Dr. (estimate #1)	137,931.20
	Caledonia Twp. mill & fill – East River Shore Dr. (estimate #1)	227,865.93
	Total	\$959,716.38

Director Barcheski stated the General Fund has \$27,030,545.06 remaining after approval of disbursements. Of that amount, \$10,090,568.79 is unavailable operating funds, leaving \$16,939,976.27 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Medema that **Payroll of \$689,925.80, Construction Estimates of \$959,716.38, Accounts Payables of \$1,096,620.77, and Cash Balances and Investments for the check run dated October 18, 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 #6 Sale of Excess Property

Managing Director Warren requested authorization to revise conditions for the sale of excess property to Christopher Pearson, 5435 Knapp Street, Section 7, Ada Township.

Deputy Managing Director Harrall stated Knapp Street west of Pettis Avenue was reconstructed and realigned in 1933 and in 1966. Each time the horizontal curve has been lengthened moving the centerline of Knapp Street further south. On November 13, 2018, Board approval was given to sell excess right-of-way to the property owner at 5435 Knapp Street, Parcel B (0.256 acre), Christopher Pearson. At that time, the property was valued at \$6,000.00. Recently, the property owner has received a true cash value of \$5,200.00 from the Ada Township assessor. Mr. Pearson has approached staff requesting we consider reducing the previously established sale price to \$5,200.00. Staff has reviewed the request and spoken with the Township assessor and supports the \$800.00 reduction for the 0.256 acre property sale.

Moved by Commissioner Morren, seconded by Commissioner Janes that the Board authorizes to **revise conditions for the sale of excess property to Christopher Pearson, 5435 Knapp Street**, Section 7, Ada Township, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #7 Out of State Travel

Managing Director Warren requested authorization for the following out of state travel:

1. One staff to attend the National Committee on Uniform Traffic Control Devices Annual Meeting. Managing Director Warren stated he is recommending travel for Traffic and Safety Director Haagsma to attend the **National Committee on Uniform Traffic Control Devices annual meeting, January 8-10, 2020 in Arlington, Virginia with travel costs covered by NACE.**

2. Two staff to attend ConExpo in Las Vegas, Nevada. Managing Director Warren stated he is recommending travel for Deputy Managing Director - Operations Byrne and Director of Buildings and Equipment Roose to attend the **CONEXPO-CON/AGG conference and equipment demonstration, March 10-14, 2019 in Las Vegas with expenses allowed.** There will be a wide range of educational sessions and equipment demonstrations.

Moved by Commissioner Medema, seconded by Commissioner Janes to **authorize out of state travel 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 #8 Award of Bids

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

a. Purchase of **one (1) loader** for the Central 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. Michigan CAT is one of those vendors.

Therefore, Staff is recommending the Board's authorization to purchase one (1) 2019 Caterpillar, Model 926M, Wheel Loader from **Michigan CAT**, Grand Rapids, Michigan, off Sourcewell Contract #032119-CAT, for a total cost of **\$152,978.00**.

- b. Purchase of **one (1) 6,000 gallon brine trailer** for dust control and anti-icing at the North Complex

Staff is recommending the award of this bid to **Truck and Trailer Specialties, Inc.**, Dutton, Michigan, the only bidder at a total cost of **\$111,188.00**.

- c. Purchase of **one (1) one-half ton, 4 x 4 extended cab pickup** for Road Patrol

Staff is recommending the award of this bid to **Signature Ford-Lincoln**, Owosso, Michigan, lowest responsive and responsible bidder, meeting the rear door specifications and requirements at a total cost of **\$32,153.00**.

- d. Purchase of **three (3) one-half ton, 4 x 4 pickups** for the Engineering and Maintenance Departments

Staff is recommending the award of this bid to **Sparta Chevrolet**, Sparta, Michigan, lowest responsive and responsible bidder, meeting specifications and requirements

for the purchase of two (2) 2020, half-ton 4 x 4 crew cab pickups for the Maintenance Department at **\$31,973.60** each for a total cost of **\$63,947.20 for two** and for the purchase of one (1) 2020, half-ton 4 x 4 extended cab pickup for the Engineering Department at a cost of **\$36,651.30**; for a total cost of **\$95,598.50** to be approved by the Board.

- e. Purchase of **three (3) front mounted one-way and v-type plows** to be used on single axle plow trucks

Staff is recommending the award of this bid to **Heights Machinery, Inc.**, Williamsburg, Michigan, lowest responsive and responsible bidder at a cost of **\$7,267.00** each for the one-way, left-hand discharge plow, **\$7,267.00** for the one-way, right-hand discharge plow and **\$7,266.00** for the V-Plow for a total cost **\$21,800.00** to be approved by the Board.

- f. Purchase of **2019-2020 winter requirements of 2ns Sand** for ice control, as needed

Staff is recommending that the purchase of this material be awarded to **“All Bidders”**, whose sand, 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 delivered or picked up (inclusive of our labor and equipment costs), quality of the material, and the availability and immediate need of the material.

- g. **Contract #20-07**: Replace the existing boiler system and hot water heater at the North Complex Office, 11777 White Creek Avenue, Cedar Springs, Michigan

Staff is recommending that Contract #20-07 be awarded to **Martech Enterprise LLC**, Montague, Michigan, lowest responsive and responsible bidder, at a total contract cost of **\$18,254.00**.

- h. **Contract #20-08:** M-11 (28th Street) over the Grand Elk Railroad – brush block repairs for the Michigan Department of Transportation

This contract is 100% funded by the Michigan Department of Transportation and will require AD Board approval prior to commencement.

Staff recommends the Board's approval to award Contract #20-08: M-11 (28th Street) over the Grand Elk Railroad, City of Wyoming, be awarded to **Grand River Construction Inc.**, Hudsonville, Michigan, lowest responsive and responsible bidder at a total contract cost of **\$249,940.00.**

Moved by Commissioner Janes, 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 #9 Advertise for Bids

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

- a. Purchase of **four (4) Cars / SUVs** at the Central Complex (date to be determined)
- b. Purchase of **2020 requirements of various road materials** – gravel, stone, sand and crushed concrete, as needed (November 14, 2019)
- c. **Contract #20-02:** Miscellaneous emergency and non-emergency basin pumping, line jetting and line inspection services on local and primary roads and state trunklines, as needed for three years – 2020, 2021, 2022 (November 14, 2019)
- d. **Contract #20-11:** Hanna Lake Avenue and 60th Street, Gaines Township – Primary Safety Project – new traffic signal installation (date to be determined)
- e. **Contract #20-12:** Concrete Construction – curb and gutters, sidewalks, driveways and flat work, as needed for three years – 2020, 2021, 2022 (November 14, 2019)

Moved by Commissioner Medema, 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 a.m. on the date listed above** and as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 **Comments**

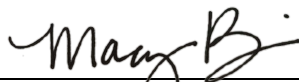
➤ Managing Director Warren stated the next Board Meeting on November 12, 2019 will be a dedicated work session. The Board and staff will work on the KCRC's Mission and Vision Statements with a facilitator. The meeting will be located at Douglas Walker Park at 8 a.m. and should last approximately 2 hours.

➤ Deputy Managing Director Harrall stated the Midwest Bridge Preservation Partnership annual meeting in Bismarck, North Dakota, was a very good meeting.

➤ Managing Director Warren stated staff will put on a class on "Road Construction 101". Commissioner Morren stated a class on "Snow Plowing 101" would be helpful as well.

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