

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

November 10, 2020

The Board of County Road Commissioners of the County of Kent met in the Road Commission Offices and remotely via Zoom.

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 of Engineering Harrall, Director of Building and Equipment Roose, and Communications Manager Lamoreaux.

Present Remotely: Deputy Managing Director of Operations Byrne, Director of Traffic and Safety Haagsma, Assistant Director of Traffic and Safety Wollner, Human Resource Manager Dennis, and Purchasing Manager Nordstrom.

Agenda Amendment

Chairman Rambo stated the first order of business was to amend the agenda.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema that the **agenda is amended** to add Quit Claim release of 10-foot wide road end strip on Inwood Ridge Drive, within the Ravines of Inwood Plat, Phase 2, prior to the final plat approval (item #9), as recommended by Staff.

Motion carried by the following vote:

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

Nays: 0.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, October 27, 2020.

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

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 30, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$14,126.70 in overtime.

The detail of construction estimates are as follows:

Contractor	Project	Amount
Michigan Department of Transportation	Segwun Avenue – Alden Nash to Grand River Drive (invoice #2)	41,872.02
	84 th Street – Kalamazoo Avenue to Breton Avenue (invoice #3)	123,746.32
	Caledonia Trail Phase 1B (invoice #9)	76,089.01
	FM Flat/Grand River Valley Rail Trail (invoice #7)	25,258.00
	FM Trail Phase 5 (invoice #3)	33,412.06
	100 th Street Trail along south side of 100 th Street from SB US131 ramps to Division Street (invoice #4)	9,096.00
	100 th Street east and west of 100 th Street Bridge over US131 (invoice #5)	122,118.84
	100 th Street Engineering (invoice #5)	7,612.28
	Knapp Street – east city limit to E. Beltline Avenue (invoice #4)	26,163.74

	Paul Henry Thornapple Trail (Dutton Spur) invoice #6	1,000.00
	68 th Street – Burlingame Avenue to Clyde Park Avenue (invoice #2)	260,438.64
	100 th Street east and west of 100 th Street Bridge over US131 (invoice #5)	15,308.57
	Grand River Drive – Snow Avenue to Segwun Avenue (invoice #2)	10,509.21
	Lowell Bridge #16 – Division Street over the Grand River (invoice #2)	5,410.80
Michigan Paving and Materials Company	20 Mile Road – Trenton Avenue to Algoma Avenue (estimate #3)	506.00
Rieth-Riley Construction Company	19 Mile Road – Lincoln Pines to Bass Lake (estimate #1)	333,210.70
	12 Mile Road – Ramsdell Drive to Nugent Avenue (estimate #4)	322.00
Superior Asphalt, Inc.	Ada Township 2020 local roads program (estimate #5)	48,008.62
	Cannon Township 2020 local roads program (estimates #4 and #5 and FINAL)	33,511.72
	Cascade Township 2020 local roads program (estimates #4 and #5 and FINAL)	9,450.00
	Spencer Township 2020 local roads program (estimate #3 and FINAL)	
	13 Mile Road – Wabasis Avenue to Podunk Avenue (estimate #2 and FINAL)	
	Gaines Township 2020 local roads program (estimate #3 and FINAL)	3,443.00
	Caledonia Township 2020 local roads program (estimate #3)	85,663.10
		\$1,272,150.63

Director Barcheski stated the General Fund has \$21,404,816.97 remaining after approval of disbursements. Of that amount, \$5,566,214.66 is unavailable operating funds, leaving \$15,838,602.31 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$714,643.88, Construction Estimates of \$1,272,150.63, Accounts Payables of**

\$639,806.07, and Cash Balances and Investments for the check run dated October 30, 2020, 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.

Item #5 Michigan Transportation Fund Revenues

Director Barcheski reviewed the Michigan Transportation Fund revenues that were collected in September 2020 and received in November 2020. This is the twelfth payment in 2020. She stated the funds received were \$4,573,439.00, a favorable variance of \$471,039.00 more than what was budgeted. To date, receipts are up 6.1 percent over this time last year.

The report was received for information.

Item #6 October 2020 Financial Statements

Director Barcheski reviewed for the Board the October 2020 Financial Statements.

The report was received for information.

Item #7 Purchase of Right-of-Way – 100th Street

Managing Director Warren requested authorization to purchase the following right-of-way for the 100th Street project:

- a. Salt and Light, LLC, **9928 Kalamazoo Avenue**, Section 28,
Gaines Township

Deputy Managing Director Harrall stated Salt and Light, LLC, the owner of property located at 9928 Kalamazoo Avenue SE, has agreed to provide a drainage easement along the company's 100th Street frontage and highway easement (vision corner) on the northeast corner

of Kalamazoo Avenue and 100th Street to accommodate reconstruction between Kalamazoo Avenue and Hanna Lake Avenue. The drainage easement is 7 ft. x 1,206 ft.(8,442 sft.) and the highway easement has an area of 3,751 sft. The total just compensation is \$7,156, consisting of \$3,630 (0.43/sft) for the drainage easement, \$3,226 (\$0.86/sft.) for the highway easement and \$100 for temporary grading.

Easement Descriptions:

Commencing at the Southwest Corner of Section 28, T05N, R11W Gaines Township, Kent County, MI.; thence S89°13'01"E 1,318.14 feet along the South line of said Section 28; thence N00°44'25"E 33.00 feet to the northerly Right of Way line of 100th Street and the Point of Beginning; thence N89°13'01"W 1,202.30 feet along a line parallel with the South line of said Section 28; thence N45°13'25"W 10.07 feet; thence S89°13'01"E 1,209.54 feet to the easterly property line; thence S00°44'25"W 7.00 feet along said easterly property line to the Point of Ending. Contains 8,442 Square Feet M/L and is subject to easements and restrictions of record.

ALSO:

Commencing at the Southwest Corner of Section 28, T05N, R11W Gaines Township, thence N00°43'37"E 118.07 feet along the West line of said Section; thence S89°13'01"E 27.82 feet to the existing east Right of Way of Kalamazoo Avenue and the Point of Beginning for this description; thence S45°13'25"E 122.48 feet; thence N89°13'01"W 88.19 feet along the northerly Right of Way line of 84th Street to the easterly Right of Way of Kalamazoo Avenue; thence continuing along said Right of Way N00°49'59"E 85.07 feet to the Point of Beginning. Contains 3,751 Square Feet M/L and is subject to easements and restrictions of record.

b. Brown Family Trust, **2671 100th Street**, Section 27, Gaines Township

Deputy Managing Director Harrall stated the Brown Family Trust, owner of property located at 2671 100th Street SE, has agreed to provide a drainage easement along their frontage. The drainage easement is 7 ft. x 319 ft. (2,236 sft.). The compensation for the

easement is valued at \$0.43/sft. and compensation for landscaping is \$2,875. The resulting total just compensation is \$3,836.

Easement Description:

Commencing at the Southwest Corner of Section 27, T05N, R11W Gaines Township, Kent County, MI.; thence S89°25'36"E 1,585.92 feet along the south Section line; thence N00°47'19"E 33.00 feet to the northerly Right of Way line of 100th Street and the Point of Beginning; thence N00°47'19"E 7.00 feet along the westerly property line; thence S89°25'36"E 319.36 feet along a line which is parallel with the north Right of Way line of 100th Street; thence S00°41'57"W 7.00 feet to the existing north Right of Way line; thence N89°25'36"W 319.36 feet along the existing north Right of Way line to the west line of said Section and the Point of Beginning. Contains 2,236 Square Feet M/L and is subject to easements and restrictions of record.

c. 4268 Division Street, LLC, **3250 100th Street**, Section 35, Gaines Township

Deputy Managing Director Harrall stated 4268 Division Street, LLC, owner of the property located at 3250 100th Street, has agreed to provide a drainage easement along the company's frontage for KCRC's 2022 reconstruction between Hanna Lake Avenue and East Paris Avenue. The drainage easement is 7 ft. x 1,436 ft. (10,052 sft.). The total just compensation is \$4,322.36 (0.43/sft.).

Easement Description:

Commencing at the Northwest Comer of Section 35, T05N, R11W Gaines Township, Kent County, MI.; thence S88°45'40"E 1,053.37 feet along the North line of said Section 35; thence S01°14'40"W 33.00 feet to Ref. Point 'A'; said point also being the Point of Beginning for this first description; thence S00°37'48"W 7.00 feet; thence N88°45'40"W 943.14 feet to the easterly existing Right of Way of Hanna Lake Ave (per Uber 1723 page 144); thence N46°04'08"E 9.87 feet along said easterly Right of Way to the existing southerly Right of Way of 100th Street; thence S88°45'40"E 936.18 feet to the Point of Beginning. Contains 6,577 Square Feet M/L and is subject to easements and restrictions of record.

Also, (second description) commencing at Ref. Point 'A' thence S88°45'40"E 468.00 feet to the Point of Beginning; thence S88°45'40"E 465.83 feet to the east property line; thence S00°57'01"W 7.00 feet along said property line; thence N88°45'40"W 465.86 feet; thence N01°14'20"E 7.00 feet to the Point of Beginning. Contains 3,260 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Morren, seconded by Commissioner Janes that **staff is authorized to purchase the above right-of-way**, 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 13 Mile Road pavement replacement project from Sparta East Village limit to Edgerton Avenue.

Deputy Managing Director Harrall stated the 13 Mile Road pavement replacement project between the Sparta east village limit and Edgerton Avenue is ready to bid through MDOT. The project includes crushing and shaping existing asphalt and placing two courses of new HMA along with guardrail upgrades. The estimated project cost is \$2,300,000; consisting of \$770,000 federal EDC funds, \$849,332 federal STP Urban funds, and \$680,668 match from KCRC.

Moved by Commissioner VerHeulen and seconded by Commissioner Janes that the **title sheet for the 13 Mile Road pavement replacement project is signed and executed**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 b. Quit Claim

Managing Director Warren requested authorization for quit claim on road end maintenance strip.

Deputy Managing Director Harrall stated there is one existing 10-foot by 66-foot wide road end strip within Ravines at Inwood Plat No. 2, Section 14, Plainfield Township. It is necessary to quit claim release this back to the developer (Kuttshill Development, LLC), in order to provide clear title for the final plat approval.

Easement Description

Part of the Northeast 1/4 of Section 14, Town 8 North, Range 11 West, Plainfield Township, Kent County, Michigan, described as: Commencing at the NE corner of said Section 14; thence N89°32'42"W 357.00 feet along the North line of said Section 14; thence S00°12'00"W 272.62 feet parallel with the East line of said Section 14; thence N49°12'33"W 91.73 feet; thence S25°32'51"W 154.73 feet; thence Southeasterly 38.59 feet along a 633.00 foot radius curve to the right, said curve having a central angle of 03°29'35", and a chord bearing S57°40'32"E 38.59 feet to the Point of Beginning; thence Southeasterly 10.00 feet along a 633.00 foot radius curve to the right, said curve having a central angle of 00°54'19", and a chord bearing S55°28'35"E 10.00 feet; thence S34°12'04"W 66.01 feet; thence Northwesterly 10.00 feet along a 567.00 foot radius curve to the left, said curve having a central angle of 01°00'38", and a chord bearing N55°26'19"W 10.00 feet; thence N34°12'04"E 66.00 feet to the point of beginning.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that staff is authorized to **quit claim the above-described property to the developer (Kuttshill Development, LLC)**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Final Plat Approval

Managing Director Warren requested final plat approval for Ravines at Inwood, Phase 2.

Deputy Managing Director Harrall stated The Ravines at Inwood plat is located south of Kuttshill Drive and west of Northland Drive in Section 14, Plainfield Township. The second phase of this residential plat extends Inwood Ridge Drive south approximately 1,000 feet with a temporary street end cul-de-sac. It also connects easterly to Zivert Street, an existing residential street end constructed in 1972 (Northland Plat), as well as to a short semi-circular private street. The public streets in this phase have been constructed in accordance with approved plans and KCRC Platted Street Standards. This phase includes 24 lots for a total of 51 lots in the development. The developer is Kuttshill Development, LLC (Dale Kraker) and the engineer is Nederveld, Inc. The developer is providing \$50,000 surety to cover remaining work items.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the Board **authorizes final plat approval for Ravines at Inwood, Phase 2**, Section 14, Plainfield Township, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 Advertise for Bids

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

- a. **Bid #21-ENG-01:** Bridge Beams for Sparta #28
- b. **Contract #21-12:** Bridge Rehabilitation for Sparta #28

Moved by Commissioner VerHeulen, seconded by Commissioner Morren that staff is **authorized to advertise for bids on the above-listed contracts with bids to be accepted on 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 #11 Award of Bids

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

- a. **Contract #21-05:** Furnish and Haul Aggregate for Bituminous Chip Seal Program **2021 requirements of Modified 34CS & CS-T in slag and trap rock, as needed**

Staff recommends awarding Contract #21-05 to **Yellow Rose Transport**, the lowest and responsible bidder, for a delivered average per ton cost of **\$34.18 for 34CS Slag, \$42 for CS-T Slag, \$38.25 for 34CS Trap Rock, and \$44.75 for CS-T Trap Rock** to Kent County Road Commission's locations, as well as 34CS Slag delivered to Newaygo County Road Commission's locations at an average cost of **\$36.91 per ton**.

As the contract also requested pricing for participating agencies, staff also recommends awarding the contract to **Fisher Transportation Co.**, the lowest and responsible, for Montcalm County Road Commission's requirements and delivery locations.

Each agency shall issue their own purchase order / contract agreement for their chip seal aggregate requirements.

- b. **Contract #21-09:** Upgrade Ventilation, CO-NO2 Systems, & Heat Tubes at Southwest Complex - **Furnish and install the required components to upgrade the ventilation and the CO/NO2 systems**

Staff recommends awarding Contract #21-09 to **Hurst Mechanical, Inc.**, the lowest and responsible bidder, for a total cost of **\$65,896**.

Moved by Commissioner Morren, seconded by Commissioner VerHeulen that **staff is authorized to award the above-listed purchases**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #12 Purchase of Equipment

Managing Director Warren requested authorization to purchase equipment for the following:

- a. **Bid #21-EQU-07:** Scissor Lift

In the best interest of the Road Commission and the residents of Kent County, staff is requesting authorization to purchase a used scissor lift. As the unit would not be required on a regular basis, a pre-owned unit would be suitable for our needs.

b. **Bid #21-EQU-08:** Eight (8) Dump Boxes for Single Axle Trucks

Staff recommends awarding the purchase of eight (8) dump boxes to **Henderson Products, Inc.**, under Sourcewell Contract #052919-HPI, for a cost of **\$20,096 per unit, and a total cost of \$160,768.**

c. **Bid #21-EQU-09:** Ten (10) Six-Foot Junior Wings for Single Axle Trucks

Staff recommends awarding the purchase of ten (10) six-foot junior wings to **Truck & Trailer Specialties**, under MiDeal Contract #071B5500010, for a cost of **\$6,670 per unit, and a total cost of \$66,700.**

d. **Bid #21-EQU-10:** Ten (10) Underbody Scrapers for Single Axle Trucks

Staff recommends awarding the purchase of ten (10) underbody scrapers to **Truck & Trailer Specialties**, under MiDeal Contract #071B5500010, for a cost of **\$8,728 per unit, and a total cost of \$87,280.**

e. **Bid #21-EQU-11:** Ten (10) Ground Speed Controllers for Single Axle Trucks

Staff recommends awarding the purchase of ten (10) ground speed controllers to **Truck & Trailer Specialties**, under MiDeal Contract #071B5500010, for a cost of **\$2,890 per unit, and a total cost of \$28,900.**

f. **Bid #21-EQU-12:** Ten (10) Hydraulic Systems for Single Axle Trucks

Staff recommends awarding the purchase of ten (10) hydraulic systems to **Truck & Trailer Specialties**, under MiDeal Contract #071B5500010, for a cost of **\$8,182.59 per unit, and a total cost of \$81,825.90.**

g. **Bid #21-EQU-13:** Thirteen (13) Half-Ton Pickups

Staff recommends awarding the purchase of thirteen (13) half-ton pickups to **Signature Ford-Lincoln**, under MiDeal Contract #071B7700180, that meets our specifications at the prices indicated, for a **total cost of \$452,174**.

<u>Truck Description</u>	<u>Division</u>	<u>Per Unit Cost</u>	<u>Extended Cost</u>
Two (2) 2021 F150 XL SuperCab 4x2	Engineering	\$28,675	\$57,350
One (1) 2021 F150 XL SuperCab 4x2	Traffic & Safety	\$28,675	\$28,675
One (1) 2021 F150 XLT SuperCab 4x4	Traffic & Safety	\$33,922	\$33,922
Two (2) 2021 F150 XLT SuperCab 4x4	Management	\$34,097	\$68,194
Seven (7) 2021 F-150 SuperCrew XLT 4x4	Management	\$37,719	\$264,033
		Total Cost	\$452,174

h. **Bid #21-EQU-14:** Three (3) Three-Quarter-Ton Pickups

Staff recommends awarding the purchase of three (3) three-quarter-ton pickups to **Signature Ford-Lincoln**, under MiDeal Contract #071B7700180, that meets our specifications at the prices indicated, for a **total cost of \$116,676**.

<u>Truck Description</u>	<u>Division</u>	<u>Per Unit Cost</u>	<u>Extended Cost</u>
Two (2) 2021 F250 XL SuperCab 4x4 w/ Plow & Lift Gate	Maintenance	\$40,046	\$80,092
One (1) 2021 F250 XL SuperCab 4x4 w/ Plow	Maintenance	\$36,583	\$36,583
		Total Cost	\$116,676

i. **Bid #21-EQU-15:** Six (6) One-Ton Pickups

Staff recommends awarding the purchase of six (6) one-ton pickups to **Signature Ford-Lincoln**, under MiDeal Contract #071B7700180, that meets our specifications at the prices indicated, for a **total cost of \$317,141**.

<u>Truck Description</u>	<u>Division</u>	<u>Per Unit Cost</u>	<u>Extended Cost</u>
One (1) 2021 F350 XL Crew Cab 4x2	Maintenance	\$32,343	\$32,343
One (1) 2021 F350 XL Crew Cab 4x2 w/ Platform	Maintenance	\$50,037	\$50,037

One (1) 2021 F350 XL Super Cab 4x4 w/ Plow & Utility Box	Maintenance	\$50,824	\$50,824
Two (2) 2021 F450 XL Regular Cab 4x2 w/ Dump Box	Maintenance	\$59,862	\$119,724
One (1) 2021 F450 XL Crew Cab 4x2 w/ Platform	Maintenance	\$64,213	\$64,213
		Total Cost	\$317,141

j. **Bid #21-EQU-16:** Ten (10) Plow Frames for Single Axle Trucks

Staff recommends awarding the purchase of ten (10) plow frames to **Truck & Trailer Specialties**, under MiDeal Contract #071B5500010, for a cost of **\$1,242 per unit**, and a **total cost of \$12,420**.

Moved by Commissioner Medema, seconded by Commissioner Janes that **staff is authorized to award the above-listed purchases**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #13 **Comments**

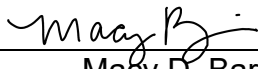
➤ Managing Director Warren stated the new Central Complex project is coming along very well. The team is meeting weekly and has met with the City of Walker and EGLE. These meetings were good, and the comments were positive.

➤ Communications Manager Lamoreaux reviewed the Strategic Plan Survey for the Board.

➤ Deputy Managing Director Harrall stated the public hearings for 84th Street and 100th Street are scheduled for tonight, November 10, 2020 at 6:30 p.m. and 7:00 p.m. These meetings will be in person and remote.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:32 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary