

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

October 27, 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, Deputy Managing Director of Operations Byrne, Director of Traffic and Safety Haagsma, Director of Building and Equipment Roose, Owner's Representative James Moyer, Marty Ruitter from Hobbs + Black, Tim Marcus and Rocky Oster from Owen-Ames-Kimball.

Present Remotely: Assistant Director of Traffic and Safety Wollner, Purchasing Manager Nordstrom and Communications 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, October 13, 2020.

Moved by Commissioner Morren, seconded by Commissioner Medema 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 16, 2020 were presented to the Board by Director of Finance Barcheski. She stated Payroll included \$15,691.33 in overtime.

The detail of construction estimates are as follows:

Contractor	Project	Amount
Michigan Paving and Materials Company	House Street – Pine Island Drive to Brittany Street (estimate #3)	190,200.80
	20 Mile Road – Trenton Avenue to Algoma Avenue (estimate #2)	13,770.77
Rieth-Riley Construction Company	Parnell Avenue – Bailey Drive to 2 Mile Road (estimates #2 & #3)	47,913.89
	12 Mile Road – Ramsdell Drive to Nugent Avenue (estimates #2 and #3)	21,560.76
	52 nd Street – Morse Lake Avenue to Timpson Avenue (estimates #1 and #2)	278,265.08
Superior Asphalt, Inc.	Cascade Township 2020 local roads program (estimate #3)	456,149.96
	Spencer Township 2020 local roads program (estimate #2)	115,256.49
	Paving at the North Complex (estimate #1)	147,893.23
	Caledonia Township 2020 local roads program (estimate #2)	121,922.96
		\$1,392,933.94

Director Barcheski stated the General Fund has \$30,977,599.94 remaining after approval of disbursements. Of that amount, \$11,421,238.32 is unavailable operating funds, leaving \$19,556,361.62 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$721,769.98, Construction Estimates of \$1,392,933.94, Accounts Payables of**

\$1,223,658.82, and Cash Balances and Investments for the check run dated October 16, 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 Preliminary September 2020 Financial Statements

Director Barcheski reviewed for the Board the Preliminary September 2020 Financial Statements.

The report was received for information.

Item #6 Fund Balance

Managing Director Warren requested action to commit \$5.0M of the Fund Balance that was listed in the Contingency line item of the FY2020 Budget for the new Central Complex at Walker View. This action will result in a total of \$10.125M of Committed Fund Balance for this project.

Moved by Commissioner Morren, seconded by Commissioner Janes to **commit \$5.0M of the Fund Balance for the new Central Complex at Walker View**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #7 2021 Budget Amendment No. 1

Managing Director Warren requested authorization to amend the 2021 Budget. The State finalized the budget and there was no reduction in transportation spending; therefore, the current estimate of MTF revenue for KCRC is \$56.9M, or \$5.9M higher than budgeted. Director Barcheski reviewed the recommended budget amendment.

Additional expenditures will be focused on the following strategic objectives: primary road conditions, equipment replacement and the new Central Complex.

Moved by Commissioner Morren, seconded by Commissioner VerHeulen that the **2021 Budget Amendment No. 1 is adopted by the Board**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase the following right-of-way for the 2021 100th Street project:

- a. Barnaby Family Protection Trust, **1856 100th Street SE**, Section 33, Gaines Township

Deputy Managing Director Harrall stated the Barnaby Family Protection Trust, owners of property located at 1856 100th Street, SE, have agreed to provide a drainage easement along their frontage to accommodate KCRC's reconstruction project between Kalamazoo Avenue and Hanna Lake Avenue. The drainage easement is 7 ft. x 2471 ft. (17,299 sft.) and easement area for a culvert extension 11 ft. x 20 ft. wide (220 sft.). **Total just**

compensation is \$4,430 consisting of \$3,300 (\$0.19/sft.) for the easement and \$1,000 for landscape impact.

Easement Description:

Commencing at the Northwest Corner of Section 33, T05N, R11W Gaines Township, Kent County, MI.; thence S89°13'01"E 165.00 feet along the north Section line; thence S00°47'07"W 33.00 feet to the Point of Beginning; thence S89°13'01"E 2,471.29 feet along the existing southerly Right of Way of 100th Street to the N-S 1/4 line which is also the easterly property line; thence S00°36'54"W 7.00 feet along said property line; thence N89°13'01"W 245.40 feet along a line which is parallel with the southerly Right of Way of 100th Street; thence S00°36'54"W 11.00 feet; thence N89°13'01"W 20.00 feet; thence N00°36'54"E 11.00 feet; thence N89°13'01"W 2,206.00 feet to the westerly property line; thence N00°47'07"E 7.00 feet along said property line to the Point of Beginning. Contains 17,519 Square Feet M/L and is subject to easements and restrictions of record.

- b. Craig and Susan Newhof, **2121 100th Street SE**, Section 28, Gaines Township

Deputy Managing Director Harrall stated Craig and Susan Newhof, owners of property located at 2121 and 2323 100th Street, SE, have agreed to provide drainage easements along their frontage. The drainage easements at address 2121 are 7 ft. x 703 ft., 7 ft. x 129 ft., and 14 ft. wide by 20 ft. for a total area of 6,110 sft. The **total just compensation is \$1,298** (\$0.367/sft.).

Easement Description:

Commencing at the South 1/4 Corner of Section 28, T05N, R11W Gaines Township, Kent County, MI.; thence S89°20'10"E 659.29 feet; thence N00°47'12"E 33.00 feet to the Point of Beginning; thence N00°47'12"E 7.00 feet along the property line; thence S89°20'10"E 129.43 feet along a line which is parallel with the north Right of Way line of 100th Street; thence S00°47'12"W 7.00 feet to the existing Right of Way line of 100th Street (and Reference Point "A"); thence N89°20'10"W 129.43 feet to the Point of Beginning. Contains 906

Square Feet M/L and is subject to easements and restrictions of record.

Also,

Commencing at Reference Point "A" thence S89°20'10"E 325.00 feet along the northerly existing Right of Way of 100th Street to the Point of Beginning; thence N00°47'12"E 7.00 feet; thence S89°20'10"E 490.00 feet; thence N00°39'50"E 14.00 feet; S89°20'10"E 20.00 feet; thence S00°39'50"W 14.00 feet; thence S89°20'10"E 193.42 feet to the easterly property line; thence S00°52'43"W 7.00 feet to the existing Right of Way line; thence N89°20'10"W 703.41 feet along the existing north Right of Way line of the northerly existing Right of Way line to the Point of Beginning. Contains 5,204 Square Feet M/L and is subject to easements and restrictions of record.

c. Craig and Susan Newhof, **2323 100th Street SE**, Section 28, Gaines Township

Deputy Managing Director Harrall stated the drainage easement at address 2323

is 7 ft. x 430 ft. (3,010 sft). **The total just compensation is \$1,298** (\$0.43/sft).

Easement Description:

Commencing at the Southeast Corner of Section 28, T05N, R11W Gaines Township, Kent County, MI.; thence N89°20'10"W 580.00 feet along the south Section line of Section 28; thence N00°52'43"E 33.00 feet to the existing north Right of Way and the Point of Beginning; thence N00°52'43"E 7.00 feet along the west property line; thence S89°20'10"E 430.00 feet along a line which is parallel with the north Right of Way line of 100th Street to the east property line; thence S00°53'06"W 7.00 feet along said property line to the existing Right of Way line of 100th Street; thence N89°20'10"W 430.00 feet along said Right of Way line to the Point of Beginning. Contains 3,010 Square Feet M/L and is subject to easements and restrictions of record.

d. Kathleen Sedlock, **2457 100th Street SE**, Section 27, Gaines Township

Deputy Managing Director Harrall stated Kathleen Sedlock, the owner of property located at 2457 100th Street, SE, has agreed to provide drainage easements along her frontage. The easements are 4 ft. x 1,334 ft and 8 ft x 20 ft. (5,496 sft.). The resulting **total just compensation is \$2,363** (\$0.43/sft.).

Easement Description:

Commencing at the Southwest Corner of Section 27, T05N, R11W Gaines Township, Kent County, MI.;
thence N00°53'06"E 33.00 feet along the west Section line to the northerly Right of Way line of 100th Street and the Point of Beginning; thence N00°53'06"E 4.00 feet along said Section line; thence S89°25'36"E 85.50 feet along a line which is parallel with the north Right of Way line of 100th Street; thence N00°34'24"E 8.00 feet; thence S89°25'36"E 20.00 feet; S00°34'24"W 8.00 feet; thence S89°25'36"E 1,228.35 feet to the east property line; thence S00°47'19"W 4.00 feet along said east property line to the existing north Right of Way line; thence N89°25'36"W 1,333.87 feet along the existing north Right of Way line to the west line of said Section and the Point of Beginning. Contains 5,496 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Medema, 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 #9 Award of Bids

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

- a. **Contract #21-04: Trucking of Various Materials
2021 requirements for trucking of asphalt, sand, gravel and snow from
primary roads, local roads, and state trunklines, as needed**

Staff recommends awarding **Contract #21-04: Trucking of Various Materials** to “**All Bidders**”, contracting in the best interest of the Kent County Road Commission.

The contractor, selected at the time of demand, will be based on their hourly rate, the project’s location, and the availability of the type of equipment needed.

- b. **Contract #21-08: Replacement of Air Handlers at South Complex
Furnish and install the required components to replace the air handler
systems in the garage at KCRC’s South Complex**

Staff recommends awarding of **Contract #21-08: Replacement of Air Handlers at South Complex** to **B&V Mechanical, Inc.**, the lowest and responsible bidder for a **total cost of \$217,997**.

- c. **Contract #21-10: Freeway Lighting and Tower Maintenance – MDOT
Maintenance and repair of lighting and towers on designated state
trunklines in Kent County, as needed, for three (3) years**

This purchase is 100% funded by the State of Michigan, Department of Transportation and will require MDOT approval prior to commencement.

Staff recommends awarding of **Contract #21-10: Freeway Lighting and Tower Maintenance**, to “**All Bidders**”, contracting in the best interest of MDOT and the Kent County Road Commission. The determining factor for the services will be based on the contractor’s cost, location/situation, and their responsiveness at the time of need.

d. **Bid #21-EQU-06:** Two (2) Motor Graders

Staff is recommending awarding the purchase of two (2) motor graders to **Michigan Cat**, under Sourcewell Contract #032119-CAT, for a per **unit cost of \$298,009.14**, and a **total cost of \$596,018.28**.

Moved by Commissioner Janes, 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 #10 **Reject Bid**

Bid #21-MNT-05: Winter Bituminous Patching Materials
Fiscal Year 2021 requirements, as needed

Staff recommends for the Board to exercise its right to reject the submission for **Bid #21-MNT-05:** Winter Bituminous Patching Materials. As the bid was for both hot and cold patching materials, the bid received was for only hot mix asphalt and did not include CP-7 (Cold Patch).

Due to the Kent County Road Commission's winter requirements, it is in the best interest of the Road Commission to reissue a solicitation, in order to expand to other opportunities and to receive bids for both materials.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that **staff is authorized to reject Bid #21-MNT-05:** Winter Bituminous Patching Materials, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #16 **Comments**

➤ Steve Roose stated KCRC was awarded the Innovative Idea Award at the 2020 APWA Midwest Branch Snowplow Rodeo on October 14. Jim Huisken, a 25-year employee, fabricated a sander redesign for KCRC's live bottom plow trucks to allow for more even and efficient chemical distribution. Communications Manager Lamoreaux will send out a Press Release.

➤ James Moyer, KCRC Owner's Representative, Marty Ruitter from Hobbs + Black, Tim Marcus and Rocky Oster from Owen-Ames-Kimball gave a presentation regarding the progress on the development of the preliminary site plan for the new Central Complex at Walker View. They addressed site grading, building layouts, storm water management and vehicle circulation.

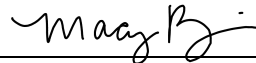
➤ Managing Director Warren took part in the opening of the 100th Street overpass.

➤ Commissioner Rambo stated the work session with the Board will be held on Tuesday, December 1, 2020 at 8:00 a.m. The location will be determined at a later date.

➤ Deputy Managing Director Harrall stated the public hearings for 84th Street and 100th Street are set for Tuesday, November 10, 2020 at 6:30 p.m. and 7:00 p.m. Participants will have a virtual option.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 9:00 a.m.

Respectfully submitted,



Macy D. Barcheski, Secretary