

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

August 10, 2021

The Board of County Road Commissioners of the County of Kent met in the Road Commission office.

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 Traffic and Safety Haagsma, Director of Building and Equipment Roose, Director of Human Resources Dennis, Assistant Director of Operations Roon, Communications Manager Lamoreaux, Project Engineer Easterly, Purchasing Manager Nordstrom, and IT Manager Care.

**Item #2      Public Comment**

There was no public comment.

**Item #3      Approval of Minutes**

The Board discussed minutes of the Board meeting held Tuesday, July 27, 2021. Moved by Commissioner VerHeulen, seconded by Commissioner Janes 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 August 6, 2021, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$32,348.17 in overtime.

The Construction Estimates for this period are as follows:

Contractor	Project	Amount
Dean's Landscaping & Excavating	16 Mile Road – Shaner Avenue to Myers Lake Avenue (estimate #1)	\$230,143.56
Kentwood Excavating	68 <sup>th</sup> Street – Cherry Valley Avenue to Thornapple River Drive (estimate #1)	121,508.45
Michigan Paving & Materials	Spencer Township local road program (estimate #1)	230,337.80
Nashville Construction Company	North guardrail upgrades at 6 bridges (estimate #1)	101,990.00
Rieth-Riley Construction	Cascade Road – Burton Street to 28 <sup>th</sup> Street (estimate #2)	15,866.78
Strain Electric Company	East Paris Avenue – 68 <sup>th</sup> Street traffic signal upgrade (estimate #1)	43,607.00
Superior Asphalt, Inc.	Burton Street – Spaulding Avenue to Kraft Avenue (estimate #1)	145,280.02
	Cascade Township local road program – Beard Farm Plat (estimate #1)	321,045.25
<b>Total</b>		<b>\$1,209,778.86</b>

Director Barcheski stated the General Fund has \$30,601,543.71 remaining after approval of disbursements. Of that amount, \$5,213,896.80 is unavailable operating funds, leaving \$25,387,646.91 in total available operating funds.

Director Barcheski presented a detail of the new central complex project for the Board. The total estimated cost as of August 10, 2021, is as follows:

Estimated Cost	\$45,814,402
Current Expenditures	4,508
Project-to-Date Expenditures	4,064,123
Remaining Cost	41,745,771

Moved by Commissioner VerHeulen, seconded by Commissioner Medema that **Payroll of \$812,145.62, Construction Estimates of \$1,209,778.86, New Central Complex Expenditures of \$4,508.00, Accounts Payables of \$1,446,827.15, and Cash Balances and Investments for the check run dated August 6, 2021,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, Medema, and VerHeulen — 4.

Nays: Morren – 1.

**Item #5 Michigan Transportation Fund Revenue**

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenues that were collected in June 2021. She stated the funds received were \$4,786,796, a variance of \$3,807 less than what was budgeted. To date, receipts are up 8.3 percent over this time last year.

The report was received for information.

**Item #6 July 2021 Financial Statements**

Director of Finance Barcheski reviewed for the Board the July 2021 Financial Statements.

The report was received for information.

**Item #7 Budget Amendment #3**

Managing Director Warren requested authorization to amend the 2021 Budget.

Director of Finance Barcheski reviewed the recommended budget amendment. The proposed amendment pertains to three budget items: Capital Outlay - Equipment (new trucks), Capital Outlay - Buildings (New Central Complex), and State Maintenance Contract.

Moved by Commissioner Medema, seconded by Commissioner Janes that the **2021 Budget Amendment No. 3 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**      **Quit Claim Release**

Managing Director Warren requested authorization for a quit claim release of a road end maintenance strip.

Deputy Managing Director Harrall stated Preservation Lakes Plat is located east of Eastern Avenue and north of 100th Street in Section 29, Gaines Township. In order to approve the final plat of Phase 4 of this development, it is necessary to quit claim the existing 10-foot x 66-foot road end strip within the Phase 4 area back to the plat proprietor, Signature Land Development Corporation.

**Easement Description**

Part of the SW 1/4, Section 29, T5N, R11W, Gaines Township, Kent County, Michigan, described as: BEGINNING at the Southeast corner of Lot 4, Preservation Lakes; thence Easterly 10.26 feet along a 1233.00 foot radius curve to the right, the chord of which bears S88°45'57"E 10.26 feet; thence S14°05'24"W 67.73 feet; thence Westerly 3.31 feet along a 1167.00 foot radius curve to the left, the chord of which bears N89°20'07"W 3.31 feet; thence N89°25'00"W 6.97 feet to the Northeast corner of Lot 5; thence N14°05'24"E 67.84 feet to the Place of Beginning.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that staff is authorized to **quit claim the above-described property to the plat proprietor, Signature Land Development Corporation**, 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 Preservation Lakes No. 4.

Deputy Managing Director Harrall stated Preservation Lakes Plat Phase 4, Section 29, Gaines Township, is being constructed in accordance with the approved plans and KCRC Platted Street Standards. This is the final phase of this residential plat and it provides completion of the public street, Waters Bluff Drive around Preservation Lake. This phase includes 29 lots for a total of 120 lots. The developer is Signature Land Development (Eastbrook Builders), and the engineer is Exxel Engineering.

The developer has provided a letter of credit in the amount of \$420,800, which includes the estimated cost of the remaining road construction, storm sewer work and water main work, plus a 20% contingency.

Moved by Commissioner Janes, seconded by Commissioner Medema that the Board **authorizes final plat approval for Preservation Lakes Plat Phase 4**, Section 29, Gaines Township, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

**Item #10 Award of Bids**

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

- a. **Contract #21-59:** M-21 – Bennett Street to Birmingham Avenue  
HMA Resurfacing – MDOT

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

Staff recommends awarding Contract #21-59: M-21 – Bennett Street to Birmingham Avenue, HMA resurfacing to **Michigan Paving & Materials Co.**, the lowest responsible and responsive bidder, for a total cost of **\$684,390**.

- b. **Contract #21-60:** Furnish and Install Right-of-Way Fencing on US-131 – MDOT

This contract is 50% funded by the State of Michigan - Department of Transportation and 50% by the City of Grand Rapids. The contract will require MDOT approval prior to commencement.

As the initial low bidder Future Fence Corporation withdrew their bid due to unforeseen circumstances after the letting on August 3, 2021, Staff recommends awarding Contract #21-60: Right-of-Way Fencing on US-131 to **Nationwide Construction Group**, the lowest responsible and responsive bidder, for a cost of **\$30.50 per foot**.

- c. **Bid #21-TRA-02:** Traffic Signs and Sign Elements  
2021 requirements with two one-year renewal options, as needed

Staff recommends awarding Bid #21-TRA-02: Traffic Signs and Sign Elements to **All Bidders** whose product, when tested, meets, or exceeds the technical composition requirements.

Buying the equipment and material as specified in the best interest of the Road Commission, the source(s) selected will be based on cost (inclusive of our labor and equipment costs), project location, availability, and lead time of the product.

Moved by Commissioner Medema, seconded by Commissioner Janes 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.

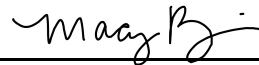
Nays: 0.

**Item #11**      **Comments**

➤      Director of Traffic and Safety Haagsma discussed the recent refund from MCRCSIP. Of the \$15 million total refund this year to members, KCRC's share was \$793,147. This refund is more than the total premium of \$735,651 paid in April 2021.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:50 a.m.

Respectfully submitted,



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Macy Barcheski, Secretary