

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

July 13, 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, Director of Finance Barcheski and Executive Secretary Luneke.

Absent: Managing Director Warren

Also present: Deputy Managing Director of Operations Byrne, Deputy Managing Director of Engineering Harrall, Director of Building and Equipment Roose, Director of Traffic and Safety Haagsma, Director of Human Resources Dennis, Assistant Director of Operations Roon, 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, June 22, 2021. Moved by Commissioner Morren, seconded by Commissioner VerHeulen 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

Director of Finance Barcheski stated there are two check runs for this meeting. The first is dated June 25, 2021 and Payroll for this check run includes overtime of \$21,171.84.

Payroll for the check run dated July 9, 2021 included overtime of \$23,445.74. The Construction Estimates for both periods are as follows:

Contractor	Project	June 25, 2021 Amount	July 9, 2021 Amount
C L Trucking & Excavating, LLC	Bowne Culvert #13 – 84 th Street – 0.6 mile east of Morse Lake Avenue (estimates #2 and #3 and FINAL)	\$ 5,003.65	
J. E. Kloote Contracting, Inc.	Sparta Bridge #28 – 13 Mile Road over the Rogue River (estimate #3 and FINAL)		21,141.00
Michigan Department of Transportation	84 th Street – Division Avenue to Eastern Avenue (invoice #3)		188,343.74
	68 th Street – Burlingame Avenue to Clyde Park Avenue (invoice #5)		2,643.00
	100 th Street – Kalamazoo Avenue to Hanna Lake Avenue (invoice #2)		26,651.03
	100 th Street – Kalamazoo Avenue to Hanna Lake Avenue (invoice #2)		118,554.12
	4 Mile Road sidewalk – York View Drive to West River Drive (invoice #1)		11,360.14
Rieth-Riley Construction Company	Cascade Road – Burton Street to 28 th Street (estimate #1)		204,910.17
	Alpine Township Local Road Program (estimate #1)		255,002.31
	Cannon Township Local Road Program (estimate #1)	703,396.03	
Superior Asphalt, Inc.	Byron Township Local Road Program (estimate #1)		75,721.75
	13 Mile Road – Scranton Avenue to Podunk Avenue (estimate #1)		90,755.61
	Total	\$708,399.68	\$955,082.87

Director Barcheski stated the General Fund has \$31,115,935.52 remaining after approval of disbursements. Of that amount, \$5,734,419.53 is unavailable operating funds, leaving \$25,381,515.99 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 July 13, 2021, is as follows:

Estimated Cost	\$45,814,402
Current Expenditures	564,945
Project-to-Date Expenditures	2,857,990
Remaining Cost	42,391,466

Moved by Commissioner Medema, seconded by Commissioner Janes that **Payroll of \$816,192.11, Construction Estimates of \$708,399.68, New Central Complex Expenditures of \$554,979.40, Accounts Payables of \$1,142,752.99, and Cash Balances and Investments for the check run dated June 25, 2021, and Payroll of \$798,632.42, Construction Estimates of \$995,082.87, New Central Complex Expenditures of \$9,966.00, Accounts Payables of \$1,841,800.17, and Cash Balances and Investments for the check run dated July 9, 2021,** 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 Revenue

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenues that were collected in May 2021. She stated the funds received were \$4,384,750, a variance of \$203,474 less than what was budgeted. To date, receipts are up 7.6 percent over this time last year.

The report was received for information.

Item #6 June 2021 Financial Statements

Director of Finance Barcheski reviewed for the Board the June 2021 Financial Statements and stated the financial statements do include Budget Amendment #2.

The report was received for information.

Item #7 Sign and Execute Agreement

Deputy Managing Director Harrall requested authorization to sign and execute the contract agreement with the Michigan Department of Transportation for the 7 Mile Road from Alpine Avenue (M-37) to Pine Island Drive project.

Director Harrall stated the 7 Mile Road pavement replacement project between Alpine Avenue (M-37) and Pine Island Drive was included in MDOT's July 9, 2021 bid letting. The project includes crushing and shaping the existing asphalt pavement and placing two courses of new asphalt pavement. The estimated project cost is \$785,600. Funding includes \$465,295 Federal STP Urban funds supplemented with \$42,905 Highway Infrastructure funds for a total of \$508,200 in federal funds, and the remaining \$277,400 local match will be provided by KCRC.

Commissioner Janes offered the following resolution with reference to execution of the Agreement between the Board of County Road Commissioners of the County of Kent and the Michigan Department of Transportation for the HMA base crushing, shaping and resurfacing work along 7 Mile Road from M-37 to Pine Island Drive.

**Resolution for
HMA Base Crushing, Shaping and Resurfacing work along
7 Mile Road from M-37 to Pine Island Drive
Contract No. 21-5251**

WHEREAS, Federal Funds are available for the HMA base crushing, shaping and resurfacing work along 7 Mile Road from M-37 to Pine Island Drive, and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal Funds, and

WHEREAS, the conditions of the Agreement have been reviewed by the Board of County Road Commissioners of the County of Kent, Michigan.

NOW, THEREFORE, BE IT RESOLVED, that Mark E. Rambo, Chairman of the Board of the Kent County Road Commissioners of the County of Kent, Michigan, and Steven A. Warren, Managing Director are hereby authorized to execute said Agreement for and on behalf of the Board.

Moved by Commissioner Janes and supported by Commissioner Medema that the Board **adopt the resolution and sign and execute the Agreement for the HMA base crushing, shaping and resurfacing work along 7 Mile Road from M-37 to Pine Island Drive with Federal funds**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Preliminary Street Approval

Deputy Managing Director Harrall requested authorization for preliminary street approval of Fase Street extended.

Director Harrall stated the site condominium is located southeast of Thornapple River Drive beyond the end of Fase Street on the property of the KCRC Ada Garage, in Section 34, Ada Township. This single phase site condominium includes an oval one-way residential street extending off the current end of Fase Street. The proposed street width is 24' (16' travel lane and 8' for parking) and a 44' wide right-of-way width is provided. Two conditions of approval are that KCRC is allowed to place snow and ice from the public street into the center of the oval area; and the stormwater detention maintenance is the responsibility of the condominium association. There is a total of 16 lots within the site condominium development. The developer is TPR 7699 Fase Street, LLC, and the engineer is Nederveld.

Moved by Commissioner Morren, seconded by Commissioner Janes that **preliminary street approval is authorized for Fase Street extended**, as recommended by staff and subject to the following special conditions, requirements, and modifications:

1. At the time the Final acceptance document is submitted for Board action, the proprietor shall provide title commitment to demonstrate that there are no existing encumbrances within

limits of proposed street right of ways for review and evaluation by staff.

2. Proprietor shall acquire termination of encumbrances, easements, restrictions, etc., in favor of the Board of County Road Commissioners for that part of the condominium that includes all proposed public streets.
3. Proprietor shall acquire acceptable subordinations of existing mortgages, etc. in favor of the Board of County Road Commissioners within the proposed public street right of way.
4. Proprietor is advised to abstain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
5. Proprietor shall obtain any required permits on and provide copies to KCRC staff.
6. Proprietor shall provide private utility easements adjoining the proposed streets for private public utilities which shall in no way encroach, nor encumber, proposed street right of way. Recommend coordinating with private public utilities to accommodate their specific requirements to the extent possible.
7. Proprietor is advised to require that private public utilities design and install their facilities in conformance with the Board's requirements, regulations, specifications, etc., including obtaining highway permit for said private public utility facilities.
8. The condominium master deed must include a condition allowing placement of snow and ice from the public street, within the condominium, into the center of the oval detention / open space area.
9. The condominium master deed must state the maintenance of the stormwater detention basin and associated structures are the responsibility of the condominium association.
10. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public street extension.
11. Condominium master deed must be submitted for Commission staff review and comment for conformance to KCRC specifications and conditions.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Preliminary Plat Approval

Deputy Managing Director Harrall requested authorization for final plat approval of Railside West No. 7.

Director Harrall stated Railside West No. 7 is located east of Homerich Avenue and south of 76th Street, in Section 17, Byron Township. Phase 7 of this multi-phase residential plat development includes elimination of a temporary cul-de-sac, connection to Conrail Drive and one permanent cul-de-sac. This phase includes 35 lots for an overall total of 268 lots. The developer is Koetje-Brower, LLC, and the engineer is Exxel Engineering.

Moved by Commissioner Janes, seconded by Commissioner Morren that the Board **authorizes final plat approval of Railside West No. 7**, Section 17, Byron 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 Bid

Deputy Managing Director Byrne requested authorization to advertise for **Bid #21-TRA-02: Traffic Signs and Sign Elements**.

Moved by Commissioner Medema, seconded by Commissioner Morren that staff is **authorized to advertise for bids on the above listed purchase with bids to be accepted until 8:30 a.m. on a date to be determined**, 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

Deputy Managing Director Byrne requested authorization to award bids on the following:

- a. **Bid #21-EQU-28:** Trailer Mounted Air Compressor

Staff recommends awarding the purchase of a trailer mounted air compressor unit to **McCann Industries, Inc.**, the lowest responsive and responsible bidder, at a **total cost of \$21,210.**

- b. **Bid #21-EQU-29:** Grader Blades

Staff recommends awarding the purchase of KCRC's 2021 requirements of grader blades to **Michigan CAT**, the lowest responsive and responsible bidder, at a **per blade cost of \$91.68**, and a **total cost of \$96,264 for 1,050 blades.**

- c. **Bid #21-TRA-01:** Traffic Signal Components, Detection, and Controllers 2021 requirements, with two, one-year renewal options, as needed

Staff recommends awarding Bid #21-TRA-01 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.

	Carrier & Gable, Inc.			Yunex, LLC (Siemens)		
Product (Sampling of Product Cost)	Year One	Year Two	Year Three	Year One	Year Two	Year Three
ANCHOR BOLT 3/4" X 18" X 3"	\$10.40	\$11.00	\$11.75	\$43.00	\$43.86	\$44.74
CELLULAR ROUTER, DIGI, 4G LTE 2 WR31	\$728.00	\$743.00	\$760.00	\$582.00	\$593.64	\$605.51
SIGNAL POLY 12" RYG YYY TNL	\$247.00	\$252.05	\$254.60	\$183.00	\$186.66	\$190.39
LENS, SNOW SHIELD KIT, 12" (NO GASKET)	\$58.50	\$61.50	\$63.00	\$47.00	\$47.94	\$48.90
GRIDSMART GS2 Processor	\$10,145.00	\$10,145.00	\$10,145.00	-	-	-
CASE SIGN, 24X30 2W HT LED UNIVERSAL	\$863.00	\$885.00	\$885.00	\$1,275.00	\$1,300.50	\$1,326.51
BACKPLATE, 3 SEC, 1" REF, ECONOLITE	\$94.15	\$99.00	\$104.00	\$85.00	\$86.70	\$88.43
30' STRAIN POLE 6-BOLT PATTERN	\$9,209.00	-	-	-	-	-
TS1 CABINET, NON ITS, MDOT SPEC, SIZE P44	\$14,479.00	\$15,203.00	\$15,964.00	\$10,600.00	\$10,706.00	\$10,813.06
CABINET BASE, P44	\$334.00	\$350.70	\$368.25	\$348.00	\$354.96	\$362.06

	Peek Traffic Corporation (DBA Oriux)			Cubic ITS		
Product (Sampling of Product Cost)	Year One	Year Two	Year Three	Year One	Year Two	Year Three
ANCHOR BOLT 3/4" X 18" X 3"	-	-	-	-	-	-
CELLULAR ROUTER, DIGI, 4G LTE 2 WR31	-	-	-	-	-	-
SIGNAL POLY 12" RYG YYY TNL	\$194.00	\$194.00	\$194.00	-	-	-
LENS, SNOW SHIELD KIT, 12" (NO GASKET)	-	-	-	-	-	-
GRIDSMART GS2 Processor	-	-	-	\$10,145.00	\$10,145.00	\$10,145.00
CASE SIGN, 24X30 2W HT LED UNIVERSAL	-	-	-	-	-	-
BACKPLATE, 3 SEC, 1" REF, ECONOLITE	\$72.00	\$72.00	\$72.00	-	-	-
30' STRAIN POLE 6-BOLT PATTERN	-	-	-	-	-	-
TS1 CABINET, NON ITS, MDOT SPEC, SIZE P44	\$11,000.00	\$11,000.00	\$11,000.00	-	-	-
CABINET BASE, P44	\$300.00	\$300.00	\$300.00	-	-	-

Moved by Commissioner Medema, 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 Comments

➤ Deputy Managing Director Byrne stated that the County Road Association is putting on the 2021 Commissioners Seminar. October 3 - 5, 2021, at the Grand Traverse Resort in Acme, Michigan. Please contact Karen Luneke if planning on attending. Commissioner Medema will be attending and encouraged the rest of the Board to attend.

➤ Director of Building and Equipment Roose stated the Board authorized staff to proceed with Contract #19-05: Auction Services, contracting in the best interest of the Road Commission. Following the sale by Michigan CAT dated June 14, 2021 and the online auction by M&W Inc. on June 24, 2021, it resulted in a total of **\$188,268** being reimbursed. The pickup trucks sale prices were higher than the original purchase prices. The results of the disposal of the equipment are as follows:

Michigan CAT – Sell Date of June 14, 2021			
Equipment #	Description	Hours	Sale Price
1723	2012 CAT X140M2 AWD Motor Grader	8,583	\$ 115,500
Total Net:			\$ 115,500

M&W Inc. Auction – June 24, 2021			
Equipment #	Description	Mileage	Sale Price
621119	2019 Ford F150 1500 4x4 Crew Cab Pickup	48,100	\$ 37,000
621219	2019 Ford F150 1500 4x4 Crew Cab Pickup	33,454	\$ 38,800
Less Commission (4%):			\$ (3,032)
Total Net:			\$ 72,768

➤ Deputy Managing Director Byrne stated on April 28, 2020, the Board approved to award Contract #20-42 to Compass Minerals for the 2020-21 winter season, as needed, at a cost of \$76.98 for the Road Commission and participating agencies, including two, one-year renewals for 2021-22 and 2022-23

After learning the results of MiDeal’s bid for the Grand Region, staff worked with Compass Minerals to agree on a salt cost and order commitment for year two of Contract #20-42. As the Grand Region saw an estimated reduction of 10% from the previous contract year, KCRC shall receive equal, if not better, treatment as the “Most Favored Customer”.

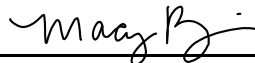
Compass Minerals & Staff settled at a cost of \$68.04 per ton, an 11.6% decrease from the previous, with a KCRC commitment of 38,300 tons, effective September 1, 2021.

The chart below highlights the cost per ton and usage from the recent years of KCRC’s salt contracts:

Year	Cost Per Ton	% Change in Cost	Usage (Tons)	Total Cost
2018 - 2019	\$69.06	52.01%	38,354.25	\$2,648,745
2019 - 2020	\$79.38	14.94%	34,066	\$2,704,138
2020 - 2021	\$76.98	(3.02%)	30,886	\$2,377,604
2021 - 2022	\$68.04	(11.6%)	-	-

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:29 a.m.

Respectfully submitted,



Macy Barcheski, Secretary