

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

May 25, 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, Deputy Managing Director of Operations Byrne, Director of Building and Equipment Roose, Director of Traffic and Safety Haagsma, Purchasing Manager Nordstrom, IT Manager Care, 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, May 11, 2021. Moved by Commissioner Medema, seconded by Commissioner Janes 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 #4 Disbursements and Cash Balances

The disbursements for the check run dated May 14, 2021, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$10,039.26 in overtime.

The Construction Estimates for this period are as follows:

Contractor	Project	Amount
		April 30, 2021
C L Trucking & Excavating, LLC	Bowne Culvert #13 – 84 th Street – 0.6 mile east of Morse Lake Avenue (estimate #1)	\$93,488.45
J.E. Kloote Contracting, Inc.	Sparta Bridge #28 – 13 Mile Road over the Rogue River (estimate #2)	67,039.00
Rieth-Riley Construction Co.	Grand Rapids Township local road program (estimate #1)	215,907.95
Total		\$376,435.40

Director Barcheski stated the General Fund has \$32,970,417.60 remaining after approval of disbursements. Of that amount, \$6,715,944.94 is unavailable operating funds, leaving \$26,254,472.66 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 May 25, 2021 is as follows:

Estimated Cost	\$45,814,402
Current Expenditures	560
Project-to-Date Expenditures	1,651,283
Remaining Cost	44,162,559

Moved by Commissioner Morren, seconded by Commissioner Medema that **Payroll of \$732,319.14, Construction Estimates of \$376,435.40, New Central Complex Expenditures of \$560.00, Accounts Payables of \$852,203.26, and Cash Balances and Investments for the check run dated May 14, 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 Resolution and Financing Term of Bonds

Managing Director Warren stated the resolution to request the County Board of Commissioners to approve the bond issue for county road purposes has been placed on hold at this time. The County of Kent's bond counsel feels that specific wording has been left out of the resolution.

Director of Finance Barcheski stated there are two options for the financing terms for the new central complex, a 15-year option and a 20-year option.

Commissioner VerHeulen questioned if the County of Kent had a preference and Director Barcheski stated they did not.

After discussion, the Board felt the 15-year option would be the best option for the KCRC.

Item #6 Resolution for Reimbursement of Engineering Costs

Managing Director Warren stated that in accordance with Section 12(2) of Act 51, as amended, Kent County Road Commission is eligible for reimbursement of up to \$10,000.00 for Licensed Professional Engineer Services incurred during the period of July 1, 2020 through June 30, 2021.

Commissioner Morren offered the following resolution in regard to reimbursement of engineering costs:

**Resolution for
Reimbursement of Engineering Costs**

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Road Commissioners of Kent County does hereby request reimbursement in the amount of \$10,000.00 (not to exceed \$10,000.00) for payments made during the period of July 1, 2020, through June 30, 2021, to licensed professional engineers employed or retained by this Commission in accordance with the following:

Section 12(2) of Act 51, as amended.

“Each County Road Commission shall be reimbursed in an amount up to \$10,000.00 per year for the sum paid to a licensed professional engineer employed or retained by the County Road Commission certified by the State Transportation Department as complying with the subsection regarding the employment of an engineer.”

Moved by Commissioner Morren and seconded by Commissioner Janes that the **resolution is adopted, and the reimbursement requested** as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #7 Sign and Execute Agreements

Managing Director Warren requested that the Board sign and execute the following agreements with the Michigan Department of Transportation.

- a. **68th Street pavement replacement project** – Division Avenue to Eastern Avenue

Deputy Managing Director stated the 68th Street pavement replacement project between Division Avenue and Eastern Avenue is included in MDOT’s June 4, 2021 bid letting. The project includes cold milling the existing asphalt pavement and placing 2 courses of new HMA. The estimated project cost is \$916,500. Funding includes \$750,155 Federal NHPP funds, with the remaining \$166,345 local match provided by KCRC.

Commissioner Morren 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 cold milling and resurfacing work along 68th Street from Division Avenue to Eastern Avenue.

**Resolution for
HMA Cold Milling and Resurfacing work along
68th Street from Division Avenue to Eastern Avenue
Contract No. 21-5172**

WHEREAS, Federal Funds are available for the HMA cold milling and resurfacing work along 68th Street from Division Avenue to Eastern Avenue, 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 Morren and supported by Commissioner Janes that the Board **adopt the resolution and sign and execute the Agreement for the HMA cold milling and resurfacing work along 68th Street from Division Avenue to Eastern Avenue with Federal funds**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

- b. **Whitneyville Avenue pavement replacement project** – North of I-96 to Cascade Road

Deputy Managing Director stated the Whitneyville Avenue resurfacing project between I-96 and Cascade Road is included in MDOT's June 4, 2021 bid letting. The project includes crushing and shaping the existing asphalt pavement and placing 2 courses of new

asphalt pavement. The estimated project cost is \$354,400. Funding includes \$249,150 Federal STP Urban funds, and the remaining \$105,250 local match will be provided by KCRC.

Commissioner Morren 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 cold milling, crushing and shaping, and resurfacing work along Whitneyville Avenue from I-96 Bridge to Cascade Road.

**Resolution for
HMA Cold Milling, Crushing and Shaping, and Resurfacing work along
Whitneyville Avenue from I-96 Bridge to Cascade Road
Contract No. 21-5193**

WHEREAS, Federal Funds are available for the HMA cold milling, crushing and shaping, and resurfacing work along Whitneyville Avenue from I-96 Bridge to Cascade Road, 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 Morren and supported by Commissioner Janes that the Board **adopt the resolution and sign and execute the Agreement for the HMA cold milling, crushing and shaping, and resurfacing work along Whitneyville Avenue from I-96 Bridge to Cascade Road 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 Tabled Item: 20 Mile Road

Managing Director Warren requested adoption of a resolution to abandon a portion of 20 Mile Road, which had been tabled.

Deputy Managing Director Harrall stated that staff has received and validated a petition to abandon the statutory right-of-way of a portion of 20 Mile Road within Sections 10 and 15, Spencer Township. The petition covers the unimproved (paper) portion of 20 Mile Road east of Oakman Drive easterly to Blue Lake. Staff has conducted a field review of the subject area and confirms there is no existing public roadway within this area and no need for a public road in the future.

The Board tabled this item during the April 27, 2021 Board meeting, requesting communication from MDNR, as well as clarification of right-of-way vs. property ownership.

We have received confirmation from MDNR that they have no objection to the proposed abandonment. We also received a resolution from Spencer Township Board supporting the abandonment and confirmed the township assessor errantly assigned property ownership of the southerly 33 feet of 20 Mile Road extended to the Kent County Road Commission.

Commissioner VerHeulen offered the following resolution with reference to the proposed abandonment of a portion of 20 Mile Road located in Sections 10 and 15, T10N, R9W, Spencer Township, Kent County, Michigan.

RESOLUTION FOR ABANDONMENT

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Kent that the following Road hereinafter described, be abandoned, and discontinued as a County road.

20 Mile Road, all that part of the Southerly 33 feet of Government Lot 5, Section 10, Town 10 North, Range 9 West, Spencer Township, Kent County, Michigan, lying East of and Southerly of a line as described below:

Commencing at the South 1/4 Corner of said Section 10, thence N89°22'51"E along the South line of Government Lot 5 of said Section 64.97 feet; thence S01°40'13"W parallel with the Westerly line of Blue Lake Park Plat as recorded in Liber 27, Page 25 of Plats in the Kent County Register of Deeds, 36.17 feet to the Northwest Corner of Lot 1 of said Plat (said point being the Point of Beginning for this description); thence N01°40'13"E 36.17 feet to the Section line; thence continuing N01°40'13"E 33.03 feet; thence N89°22'51"E along a line which is 33.00 feet North of the South line of Government Lot 5 to the westerly edge of Blue Lake.

Also all that part of Government Lot 2, Section 15, Town 10 North, Range 9 West, Spencer Township, Kent County, Michigan, lying East of the line as described above and North of North line of said Blue Lake Park Plat:

Reserving a Drainage Easement over All that part lying South of the North line of Government Lot 2 and North of North line of said Blue Lake Park Plat.

Moved by Commissioner VerHeulen, seconded by Commissioner Morren that staff is authorized to abandon a portion of 20 Mile Road described herein, 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 received for the following:

- a. **Contract #21-01:** Northern Kent County Guardrail Upgrades – six locations

Staff recommends awarding Contract #21-01: Northern Kent County Guardrail Upgrades to **Nashville Construction Company**, the lowest responsible and responsive bidder, for a total cost of **\$96,539.65**, which is **37.85%** below the estimated cost.

- b. **Contract #21-02:** Southern Kent County Guardrail Upgrades – five locations

Staff recommends awarding Contract #21-02: Southern Kent County Guardrail Upgrades to **Action Traffic Maintenance, Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$105,810.00**, which is **24.31%** below the estimated cost.

- c. **Contract #21-30:** Plainfield Township Local Road Program

Staff recommends awarding Contract #21-30: Plainfield Township Local Roads Program to **Michigan Paving & Materials Co.**, the lowest responsible and responsive bidder, for a total cost of **\$869,130.00**, which is **13.07%** below the estimated cost.

- d. **Contract #21-51:** 68th Street - Cherry Valley Avenue to Thornapple River Drive South, reconstruction

Staff recommends awarding Contract #21-51: 68th Street Reconstruction to **Kentwood Excavating, Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$1,657,395.80**, which is **10.77%** above the estimated cost.

- e. **Contract #21-58:** I-96 - Whitneyville Road to Montcalm Avenue, concrete pavement repairs – 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 #21-58: I-96 – Whitneyville Road to Montcalm Avenue, concrete pavement repairs to **Causie Contracting, Inc.**, the lowest responsible and responsive bidder, for a cost of **\$523.00 per cubic yard**.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen 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**

➤ Managing Director Warren stated Reauthorization of the Federal Public Transportation Program will include Surface Transportation Program funds (STP).

➤ Managing Director Warren stated the new Central Complex is progressing very well. After the June 22, 2021, Board meeting, there will be a tour conducted for the Board members. There is a job trailer on-site for Steve Roon and Erik Easterly. There is an OAK job trailer as well.

➤ Commissioner VerHeulen questioned how KCRC will be following the new MIOSHA mask rules. Managing Director Warren stated if an employee is fully vaccinated, a mask is no longer required. Verification of being vaccinated will be required.

➤ Commissioner Rambo questioned if there has been any stockpiling of soils at the new facility. Managing Director Warren stated only clean soils have been moved to two different locations.

At 8:33 a.m., Chair Rambo requested a motion to move into Closed Session to consider a periodic personnel evaluation of a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing pursuant to MCL 15.268(a).

Moved by Commissioner Janes, seconded by Commissioner Medema that the Board meets in Closed Session.

Motion carried by the following vote:

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

Nays: 0.

The meeting was reconvened at 9:30 a.m.

Chair Rambo stated the Board acknowledged that the Managing Director had a successful Performance Evaluation and was in concurrence with Managing Director Warren's organizational objectives for the coming year.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 9:33 a.m.

Respectfully submitted,



Macy Barcheski, Secretary