

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

April 12, 2022

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 Mark Rambo, Cynthia Janes, Dave Medema, David Morren, and Robert VerHeulen, Managing Director Steve Warren, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke.

Also present: Deputy Managing Director of Engineering Wayne Harrall, Deputy Managing Director of Operations Jerry Byrne, Director of Traffic and Safety Tim Haagsma, Director of Human Resources Michael Dennis, Director of Building and Equipment Roose, Assistant Director of Maintenance, Assistant Director of Traffic and Safety Shirley Wollner, Assistant Director of Finance Mario Guerra, IT Manager Tim Care, Purchasing Manager Andrew Nordstrom, Communications Manager Maura Lamoreaux, Project Engineer Eric Easterly, and Tim Marcus from OAK.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting and Public Hearing held Tuesday, March 22, 2022.

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

Motion carried by the following vote:

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

Nays: 0.

Absent: Commissioner Medema

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated April 1, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$17,589.71 in overtime.

The Construction Estimates for this period are as follows:

Contractor	Project	Amount
Kentwood Excavating	68 th Street – Cherry Valley Ave. to Thornapple River Dr. (estimate #11)	\$79,391.46

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of April 12, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	47,123,354
Current Expenditures	6,652
Project-to-Date Expenditures	20,604,496
Estimated Remaining Cost	\$26,518,858

Director Barcheski stated the General Fund has \$52,951,231.93 remaining after approval of disbursements. Of that amount, \$6,675,932.53 is unavailable operating funds, leaving \$46,275,299.40 in total available operating funds.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that **Payroll of \$753,263.57, Construction Estimates of \$79,391.46, New Central Complex Expenditures of \$6,652.00, Accounts Payables of \$1,180,634.70, and Cash Balances and Investments for the check run dated April 1, 2022,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

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

Nays: 0.

Absent: Commissioner Medema

Item #5 Michigan Transportation Fund

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenue that was collected in February 2022 and received in April 2022. She stated the funds received were \$5,504,220, a variance of \$272,669 less than what was budgeted. To date, receipts are 12.5% higher from this time last year.

The report was received for information.

Item #6 2022 Budget Addendum No. 2

Managing Director Warren requested authorization to amend the 2022 Budget. The Amendment No. 2 incorporates the bond proceeds (revenue) for the new Central Complex received in November 2021, as well as the issuance costs, debt service principal and interest payments (expense) for March and September 2022, respectively.

Director Barcheski reviewed the recommended budget amendment.

Moved by Commissioner VerHeulen, seconded by Commissioner Morren that

2022 Budget Amendment No. 2 is adopted by the Board, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Absent: Commissioner Medema

Item #7 Public Hearing Action

Managing Director Warren requested Board action on the Public Hearing held March 22, 2022, for the 2023 all-season construction of 84th Street between Hanna Lake Avenue and East Paris Avenue.

Deputy Managing Director Harrall stated no one from the public attended the hearing and no comments have been received since. Most of the property owners within the project limits have provided additional highway easement for the proposed work and support the proposed road and drainage improvements.

Moved by Commissioner Morren, seconded by Commission Janes that the **proposed all-season construction of 84th Street between Hanna Lake Avenue and East Paris Avenue** is authorized by the Board as presented at the public hearing and as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Absent: Commissioner Medema

Commissioner Medema joined the meeting at 8:07 a.m.

Item #8 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase right-of-way to accommodate the planned 2023 all-season construction on **84th Street between Hanna Lake Avenue and East Paris Avenue** from the following:

- a. Louis S. Waayenberg Trust, **3346 84th Street**, Section 23, Gaines Township

Deputy Managing Director Harrall stated the Louis S. Waayenberg Trust, the owners of the property, have agreed to provide a drainage easement and temporary grading

along their frontage. The drainage easement is 7 ft. x 1,171 ft. for a total area of 8,199 sft. The easement was valued at \$0.45/sft. and \$1,000 compensation for landscape removal for a total just compensation of \$4.689.

Easement Description:

Commencing at the Northwest Corner of Section 23, T05N, R11W Gaines Township, thence S89°00'24"E 1,500.00 feet; thence S00°55'26"W 33.00 feet to the existing south Right of Way of 84th Street and the Point of Beginning for this description; thence S89°00'24"E 1,171.28 feet to the North-South 1/4 line, which is also the Easterly property line of this parcel; thence S00°55'01"W 7.00 feet along said Easterly property line; thence N89°00'24"W 1,171.32 feet along a line which is parallel with the Southerly Right of Way line of 84th Street to the Westerly property line; thence N00°55'26"E 7.00 feet along said property line to the Point of Beginning. Contains 8,199 Square Feet M/L and is subject to easements and restrictions of record.

b. Louis S. Waayenberg Trust, **3350 84th Street**, Section 23, Gaines Township

Deputy Managing Director Harrall stated the Luis S. Waayenberg Trust, the owners of the property, have agreed to provide a drainage easement and temporary grading along their frontage. The drainage easement is 7 ft. x 1,348 ft. for a total area of 9,441 sft. The easement was valued at \$0.45/sft for a total just compensation of \$4.248.

Easement Description:

Commencing at the Northwest Corner of Section 23, T05N, R11W Gaines Township, thence S89°00'24"E 1,500.00 feet; thence S00°55'26"W 33.00 feet to the existing south Right of Way of 84th Street and the Point of Beginning for this description; thence S00°55'26"W 7.00 feet along the Easterly property line; thence N89°00'24"W 1,353.33 feet along a line which is parallel with the Southerly Right of Way line of 84th Street to the Easterly Right of Way of Hanna Lake Avenue as described in Liber 3478 page 962; thence along said Right of Way N54°05'55"E 11.66 feet to the existing Southerly Right of Way line of 84th Street; thence S89°00'24"E 1,344.00 feet along said Right of Way line to the Point of Beginning. Contains 9,441 Square Feet M/L and is subject to easements and restrictions of record.

- c. William and Brenda Boshears, **3676 84th Street**, Section 23, Gaines Township

Deputy Managing Director Harrall stated William and Brenda Boshears, the owners of the property have agreed to provide additional highway easement along their frontage. The additional highway easement is 17 ft. x 160 ft. for a total area of 2,720 sft. valued at \$0.98/ sft. and \$200 compensation for landscape removal for a total just compensation of \$2,865.

Easement Description:

Commencing at the North 1/4 Corner of Section 23, T05N, R11W Gaines Township, thence S89°00'24"E 530.00 feet along the North Line of said Section; thence S00°59'37"W 33.00 feet to the existing Southerly Right of Way line of 84th Street and the Point of Beginning; thence S89°00'24"E 160.00 feet along the existing South Right of Way line of 84th Street; thence S00°59'37"W 17.00 feet along the Easterly property line; thence N89°00'24"W 160.00 feet to the Westerly property line; thence N00°59'37"E 17.00 feet along said Westerly property line to the Southerly Right of Way line of 84th Street and the Point of Beginning. Contains 2,720 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen 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 Sign and Execute Title Sheets

Managing Director Warren requested that the Board sign and execute the title sheet for the following projects:

- a. **Cascade Road** from 36th Street to Whitneyville Avenue

Deputy Managing Director Harrall stated the Cascade Road widening project between 36th Street and Whitneyville Avenue is ready to bid through MDOT. The project includes concrete pavement removal, earthwork and widening to 3-lane roadway with curb and gutter, leaching storm sewer system and placement of 2 courses of HMA. The estimated project cost is \$1,600,000. Project funding includes \$1,200,000 State EDC Funds, and \$400,000 local match funded by KCRC.

b. **68th Street** from Glen Hollow Drive to Hanna Lake Avenue

Deputy Managing Director Harrall stated the 68th Street widening project between Glen Hollow Drive and Hanna Lake Avenue is ready to bid through MDOT. The project includes widening the existing 4-lane roadway to 5-lanes with curb and gutter, sidewalk on the north side of 68th Street and approximately 1000 feet of sanitary sewer extension. The estimated project cost is \$1,850,000. Project funding includes \$1,200,000 State EDC funds, \$350,000 Gaines Township for Sanitary sewer, with the remaining \$300,000 local match funded by KCRC.

c. **Northland Drive** from Cedar Springs Limit to Ritchie Avenue

Deputy Managing Director Harrall stated the Northland Drive resurfacing project between Cedar Springs City limits and Ritchie Avenue is ready to bid through MDOT. The project includes pulverizing the existing asphalt pavement and aggregate and paving 2 courses of new HMA. The estimated project cost is \$1,580,000. Funding includes \$1,041,563 STP Rural funds (purchased from Montcalm CRC) and \$80,000 STP Urban funds, with the remaining \$438,417 local match funded by KCRC.

Moved by Commissioner Janes and supported by Commissioner VerHeulen that the **Board is authorized to sign and execute the title sheets for the above projects**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 Preliminary Plat Approval

Managing Director Warren requested authorization for preliminary plat approval of The Ravines at Inwood.

Deputy Managing Director Harrall stated The Ravines at Inwood, Phase 3 plat is located south of Kutshell Avenue and west of Northland Drive in Section 14, Plainfield Township. The third phase of this multi-phase residential plat includes extending Woodhill Drive approximately 750 feet to Ravine Point Drive and constructing 750 feet of Ravine Point Drive with a permanent cul-de-sac north and temporary cul-de-sac south. Inwood Ridge Drive extends 300 feet east of Ravine Point Drive, with a temporary cul-de-sac on the east end. This phase includes 32 lots, bringing the overall development total to 83 lots. The developer is Kutshell Development, LLC (Dale Kraker) and the engineer is Nederveld.

Moved by Commissioner Janes, seconded by Commissioner Morren that the Board **authorizes the preliminary plat approval of The Ravines at Inwood**, Phase 3, Section 14, Plainfield Township, as recommended by staff and subject to the following special conditions, requirements, and modifications:

1. At the time the Final Plat 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 land division 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. The permanent cul-de-sac length of approximately 330 feet is acceptable.
6. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.
7. 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.
8. 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.
9. The Proprietor shall incorporate USPS customer mail delivery mode requirements in their improvements design and construction documents and provide written confirmation from the USPS local postmaster or station master confirming that customer mail delivery requirements conform to both USPS and KCRC requirements.
10. Proprietor shall provide a 10' maintenance strip deeded to the Kent County Road Commission at the end of Inwood Ridge Drive and at the end of Ravine Point Drive for future extension of public streets. Proprietor shall also provide a temporary turn around with easement to the Kent County Road Commission at the end of both drives.
11. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public streets.

Motion carried by the following vote:

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

Nays: 0.

Item #11 Discussion: Roundabouts

Director of Traffic and Safety Haagsma presented an overview of roundabouts as an effective intersection traffic control strategy for certain locations along the county road network. The effectiveness of this strategy, including safety, traffic flow and constructability was discussed. In addition, locational considerations for identifying candidate intersections along KCRC's network was presented.

Item #12 Authorization for RFP

Managing Director Warren requested authorization to request proposals for final design for a roundabout at the intersection of 84th Street and Kalamazoo Avenue.

Moved by Commissioner Janes and seconded by Commissioner Morren that the Board **authorizes to request for proposals for final design for a roundabout at the intersection of 84th Street and Kalamazoo Avenue after receiving a letter of support from Gaines Township**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #13 Out of State Travel

Managing Director Warren requested authorization for Director of Traffic and Safety Haagsma to attend the National Committee of Uniform Traffic Control Devices (NCUTCD) summer meeting June 15 - 17, 2022 in Virginia Beach, VA, with partial expenses paid by NACE.

Moved by Commissioner VerHeulen and seconded by Commissioner Morren that the Board **authorizes out-of-state travel for the above with expenses allowed**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #14 Acceptance of Recommendations on Bid Pack 3

Managing Director Warren requested authorization to award bids for Bid Pack 3 for the new Central Complex.

Bid Pack 3 consists of eight categories including: audio/video technology, various maintenance building equipment, and shelving/cabinetry for the new Central Complex. These items were bid through OAK. Based upon post bid interviews with contractors, OAK and staff are recommending award of seven of the eight bid categories.

The seven recommended bid awards, in the technology and equipment categories, are each low bids meeting specifications. The two bids received for shelving/cabinetry (No. 3 in the bid tab) are being rejected because neither met the required specifications. KCRC plans to modify and re-bid this category later. The subcommittee has reviewed the bids and the recommendations of the construction manager.

Moved by Commissioner Morren, seconded by Commissioner Janes to **authorize the award of bids for Bid Pack 3**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #15 Advertise for Bids

Managing Director Warren requested authorization to advertise for bids for Bid #22-EQU-29: Grader Blades.

Moved by Commissioner Janes, seconded by Commissioner Medema 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 #16 Award of Bids

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

a. **Contract #22-20:** Cannon Township Local Roads Program

Staff recommends awarding Contract #22-20: Cannon Township Local Roads Program to **Superior Asphalt, Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$637,755**, which is **10.49% below** the estimated cost.

b. **Contract #22-21:** Spencer Bridge #22
Lincoln Lake Avenue over Clear Creek, 300 feet north of 18 Mile Road

Staff recommends awarding Contract #22-21: Spencer Bridge #22 to **J.E. Kloote Contracting, Inc.**, the lowest responsive and responsible bidder, at a total cost of **\$247,370**.

c. **Contract #22-32:** Plainfield Township Local Roads Program

Staff recommends awarding Contract #22-32: Plainfield Township Local Roads Program to **Superior Asphalt, Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$525,000**, which is **8.25% below** the estimated cost.

d. **Contract #22-37:** Furnish & Install West Material Storage Bins at North Complex

Staff recommends awarding Contract #22-37: Furnish & Install West Material Storage Bins to **KC Concrete, LLC**, the lowest responsive and responsible bidder, for a total cost of **\$249,417.05**, which is **5.24% over** the estimated cost.

e. **Contract #22-40:** Sparta Bridge #50
Division Avenue 0.20 miles north of 11 Mile Road, over the Rogue River

Staff recommends awarding Contract #22-40: Sparta Bridge #50 to **J.E. Kloote Contracting, Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$68,920**, which is **10.15% over** the estimated cost.

f. **Contract #22-41:** Alpine Township Local Roads Program

Staff recommends awarding Contract #22-41: Alpine Township Local Roads Program to **Michigan Paving & Materials, Co.**, the lowest responsible and responsive bidder, for a total cost of **\$316,977.55**, which is **4.05% above** the estimated cost.

g. **Contract #22-42:** Algoma Township Local Roads Program

Staff recommends awarding Contract #22-42: Algoma Township Local Roads Program to **Michigan Paving & Materials, Co.**, the lowest responsible and responsive bidder, for a total cost of **\$329,590.20**, which is **6.20% above** the estimated cost.

h. **Contract #22-45:** Gaines Township Local Roads Program

Staff recommends awarding Contract #22-45: Gaines Township Local Roads Program to **Superior Asphalt, Inc**, the lowest responsible and responsive bidder, for a total cost of **\$417,455**, which is **14.77% below** the estimated cost.

i. **Bid #22-ENG-02:** Precast Concrete Box Culverts & End Sections
2022 requirements with a one-year renewal option, as needed

Staff recommends awarding Bid #22-ENG-02: Precast Concrete Box Culverts & End Sections to **Northern Concrete Pipe, Inc.** and **Quality Precast, Inc.** whose product, when tested, meets, or exceeds the technical composition requirements.

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

- j. **Bid #22-ENG-03:** Concrete Culvert Pipe & Components 2022 requirements with a one-year renewal option, as needed

Staff recommends awarding Bid #22-ENG-03: Concrete Culvert Pipe & Components to **Northern Concrete Pipe, Inc.** and **Grand Valley Concrete Products**, the lowest responsive and responsible bidder, whose product, when tested, meets, or exceeds the technical composition requirements.

- k. **Bid #22-EQU-30:** Floor Scrubber

Staff recommends awarding the bid for a Floor Scrubber to **Triad Service Center**, under MiDeal contract #071B7700095, at a total cost of **\$86,802.48**.

- l. **Bid #22-MNT-05:** Hot Rubber Crack Sealer & Material for Concrete Joint Repair 2022 requirements, with a one-year renewal option, as needed

Staff recommends awarding Bid #22-MNT-05: Hot Rubber Crack Sealer & Material for Concrete Joint Repair to **Ersco Construction Supply** and **Sherwin Industries, Inc.**, whose product, when tested, meets, or exceeds the technical composition requirements.

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

Moved by Commissioner Medema, seconded by Commissioner Janes to **authorize the 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 #17 Fuel Surcharges

Managing Director Warren discussed with the Board the rising cost of fuel and fuel surcharges.

Deputy Managing Director Byrne stated KCRC has been notified by some contractors and suppliers of intended surcharges on materials related to the high cost of fuel. The Board discussed whether these increased costs may be authorized under the current contracts. Director of Finance Barcheski explained the financial impact this will have on KCRC's operation.

Moved by Commissioner Morren, seconded by Commissioner Medema that because of the unprecedented increase in fuel prices and surcharges, the Board **authorizes staff to maintain the process that is in place or go out for new bids that include fuel costs and surcharges.**

Motion carried by the following vote:

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

Nays: 0.

Comments

➤ Managing Director Warren sent a letter to Senator Gary Peters office in support of the City of Kentwood Congressionally Directed Transportation Spending Application for a non-motorized shared use crossing of I-96 at Forest Hill Avenue SE.

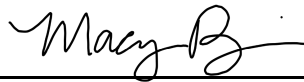
➤ Negotiations between KCRC and Teamsters Local 214 begin today.

- There is a special Board meeting scheduled for 8:30 a.m. on April 19, 2022.

This special meeting will include a closed session to discuss negotiations with the Board.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 9:34 a.m.

Respectfully submitted,



Macy Barcheski, Secretary