

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

August 23, 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, and Robert VerHeulen, Managing Director Steve Warren, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke.

Absent: Commissioners Dave Medema and David Morren.

Also present: Deputy Managing Director of Operations Jerry Byrne, Deputy Managing Director of Engineering Wayne Harrall, Director of Building and Equipment Steve Roose, Director of Human Resources Mike Dennis, Assistant Director of Traffic and Safety Shirley Wollner, Assistant Director of Finance Mario Guerra, Assistant Director of Maintenance Steve Roon, Project Engineer Eric Easterly, IT Manager Tim Care, Purchasing Manager Andrew Nordstrom, Communications Manager Maura Lamoreaux, Plat Engineer Darren Vink, and Right-of-Way Office Manager L. R. Cole.

Item #2 Public Comment

There was no public comment.

Item #3 Approval of Minutes

The Board discussed minutes of the Board meeting and Closed Session held Tuesday, August 9, 2022.

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

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated August 19, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$16,114.05 in overtime.

The Construction Estimates for this period are as follows:

Contractor	Project	Amount
Black Gold Holdings LLC	Byron Township Local Roads Program (estimate #2)	224,026.43
Michigan Paving & Materials	Lowell Township Local Roads Program (estimate #3 and FINAL)	11,650.00
	Cascade Township Local Roads Program (estimate #3 and FINAL)	2,648.67
	South Kent Landfill (estimate #1)	236,815.92
Superior Asphalt, Inc.	Byron Township Local Roads Program (estimate #9)	9,625.00
	Lincoln Lake Avenue & 19 Mile Road (estimate #1)	335,815.32
	Cannon Township Local Roads Program (estimate #3)	6,112.66
	Plainfield Township Local Roads Program (estimate #1)	427,194.11
Total		\$1,253,888.11

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of August 23, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	47,123,354
Current Expenditures	3,142,287
Project-to-Date Expenditures	26,939,566
Estimated Remaining Cost	\$20,183,788

Director Barcheski stated the General Fund has \$31,953,480.37 remaining after approval of disbursements. Of that amount, \$6,800,439.33 is unavailable operating funds, leaving \$25,153,041.04 in total available operating funds.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that **Payroll of \$832,113.48, Construction Estimates of \$1,253,888.11, New Central Complex Expenditures of \$3,142,287.04, Accounts Payables of \$1,707,702.68 and Cash Balances and Investments for the check run dated August 19, 2022,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #5 July 2022 Financial Statements

Director of Finance Barcheski reviewed for the Board the July 2022 Financial Statements.

The report was received for information.

Item #6 FY2022 Budget Amendment #3

Managing Director Warren requested authorization to amend the 2022 Budget and un-commit the fund balance for the new central complex. Director Barcheski reviewed the recommended budget amendment.

The Amendment No. 3 major items include:

- 1) adjusting revenues to match actual and anticipated receipts more closely
- 2) re-allocating funds for both primary and local road improvements based on bid amounts and schedule changes
- 3) increasing the state trunkline contract to accommodate additional TWAs

- 4) transferring the savings from winter maintenance to equipment operations
- 5) un-committing the Committed Fund Balance of \$10.125M and allocating those funds to the capital outlay line item for the new central complex

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that

2022 Budget Amendment No. 3 and un-committing the fund balance for the new central complex is adopted by the Board, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #7 Schedule Public Hearing for FY2023 Budget

Managing Director Warren requested authorization to schedule a Public Hearing for FY2023 Budget on Tuesday, September 13, 2022, at 8:00 a.m.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that staff is authorized to **schedule a Public Hearing for FY2023 Budget on September 13, 2022, at 8:00 a.m.**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3

Nays: 0.

Item #8 Review FY2023 Budget

Managing Director Warren and Director of Finance Barcheski reviewed the FY2023 Budget for the Board and stated the proposed budget continues to advance KCRC's strategic objectives, including achieving the long-range plan targets for primary road improvements and sustaining our cost-sharing program with the townships for local road

improvements. This will be the second year of the 10-year debt service for the new central complex.

The FY2023 Budget was received for information.

Item #9 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase right-of-way for the 2023 68th Street widening project. Deputy Managing Director Harrall stated Dutton Christian School, owner of 3107 68th Street SE, has agreed to provide additional easement along their frontage for road widening. This additional right-of-way will allow for greater setback from the curb for sidewalk and utility pole locations. The easement is 10 ft. x 71 ft. (710 sft.), valued at \$7.09/sft. for total compensation of \$5,035.

Easement

Commencing at the Southeast Corner of Section 3, T05N, R11W Gaines Township, thence N89°15'25"W 595.30 feet along the South line of Section 3; thence N00°23'33"E 40.00 feet along the Easterly property line to the Point of Beginning; thence N89°15'25"W 71.00 feet along the existing northern Right of Way line to the westerly property line; thence N00°23'33"E 10.00 feet along said property line (also being the W. line of the E 1/2, E 1/2, S.E. 1/4 Section 3); thence S89°15'25"E 71.00 feet along a line which is parallel with the existing northerly Right of Way to the Easterly property line; thence S00°23'33"E 10.00 feet to the Point of Beginning. Contains 710 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, and VerHeulen — 3.

Nays: 0.

Item #10 Quit Claim

Managing Director Warren requested authorization for quit claims on two road-end maintenance strips. Deputy Managing Director Harrall stated within the Stony Bluff Plat, there exists two road-end strips at the west ends of Rifle Drive and Old Gun Club Drive. It is necessary to quit claim these parcels to the plat owner to provide clear title for recording the final plat.

Stony Bluff Phase 4 – Road-End Strips

Easement Description (Rifle Drive – West End)

Part of the NW fractional 1/4 of Section 4, T6N, R9W, Lowell Township, Kent County, Michigan, described as: BEGINNING at the Southwest corner of Lot 43, stony Bluff No. 2; thence S14°59'37"E 68.33 feet; thence S90°00'00"-W 10.35 feet; thence N14°59'37"W68.33 feet; thence N90°00'00"E 10.35 feet to the Place of Beginning.

Easement Description (Old Gun Club Drive – West End)

Part of the NW fractional 1/4 of Section 4, T6N, R9W, Lowell Township, Kent County, Michigan, described as: BEGINNING at the Southwest corner of Lot 35, Stony Bluff No. 2; thence S14°50'20"E 66.57 feet; thence Southwesterly 10.06 feet along a 533.00 foot radius curve to the right, the chord of which bears S68°42'47"W 10.06 feet; thence N14°50'20"W 66.40 feet; thence Northeasterly 10.08 feet along a 467.00 foot radius curve to the left, the chord of which bears N67°47'49"E 10.08 feet to the Place of Beginning.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that staff is authorized to **quit claim the above-described properties to the developer, Stony Bluff, LLC**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen —3.

Nays: 0.

Item #11 Final Plat Approval

Managing Director Warren requested final plat approval of Stony Bluff Plat No. 4. Deputy Managing Director Harrall stated Stony Bluff Plat is located south of Foreman Street and west of Alden Nash Avenue in Section 4, Lowell Township. Phase 4 of this residential plat includes (1) the extension of Old Gun Club Drive to the west for future connection and (2) constructing Kimber Woods Drive to connect Rifle Drive to Old Gun Club. The developer is providing surety in the amount \$29,000 for remaining county drain work, sidewalk ramps, and miscellaneous survey and engineering items. This phase includes 29 lots, bringing the development total to 105 lots. The developer is Stony Bluff, LLC (Mike Berg) and the engineer is Exxel Engineering.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the **Board authorizes final plat approval for Stony Bluff Plat No. 4, Section 4, Lowell Township**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #12 Preliminary Street Approval

Managing Director Warren requested authorization for preliminary street approval of Ellerston Street, Range Street, and Putter Court located in The Range at Alpine. Deputy Managing Director Harrall stated The Range at Alpine is a new mixed-use site condominium project located north of Alpine Church Street and west Alpine Avenue (M-37) in Section 26, Alpine Township. Phase 1 consists of a senior-living complex and commercial buildings. Three public streets are proposed within the development (Ellerston Street, Range Street, and Putter Court), two providing access to Alpine Church Road and M-37. The developer will construct a

new left-turn lane on Alpine Church Street to M-37 and participate in the cost to install a new traffic signal at the M-37 intersection. The developer is Wolverine Construction Group and the engineer is Paradigm Design.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes that the Board authorizes the **preliminary street approval of Ellerston Street, Range Street, and Putter Court, located in The Range at Alpine**, Section 26, Alpine Township, as recommended by staff and subject to the following special conditions, requirements, and modifications:

1. At the time the Proposed Public Streets are 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 675 feet is acceptable.
6. Proprietor shall obtain the required permits for stormwater site development 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. Proprietor shall provide a 10' maintenance strip deeded to the Kent County Road Commission at the end of Ellerston Street 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 Ellerston Street.
10. The temporary turn-around highway easement shall provide at least 10 feet of non-pavement area from the edge of the roadway section to the easement line (17 feet wide highway easements with shown symmetrical residential temporary turn-around).
11. Proprietor shall provide a traffic signal at the intersection of M-37 and Alpine Church Road that conforms to current MDOT specifications.
12. Proprietor shall provide provisions such to accommodate public street system network and connectivity in future phases should opportunity become available for such public street system network and connectivity.
13. Proprietor shall provide left turn lane on Alpine Church Road for proposed Putter Court, and shall provide such additional fee simple title land, as determined to be required to accommodate said left turn lane as determined to be required by the Deputy Managing Director of Engineering (County Highway Engineer) and the Director of Traffic and Safety.
14. Proprietor shall coordinate work for left turn lane construction with KCRC as part of total reconstruction of Alpine Church from M-37 to Cordes Ave. The proprietor shall participate financially in the work proportionally.
15. 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, and VerHeulen — 3.

Nays: 0.

Item #13 Award of Bids

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

- a. **Contract #22-59:** Shelving and Storage for the New Central Complex

Staff recommends awarding Contract #22-59: Shelving and Storage to **Tyler Supply Company**, the lowest responsive and responsible bidder, for a total cost, including shipping and installation, of **\$232,952.53**. The contractor will provide their services in supporting KCRC's future requirements for 5 years from the contract award date.

- b. **Contract #22-61:** Building & Grounds Maintenance at two rest areas and one roadside park – MDOT

Staff recommends awarding Contract #22-61 to **Hi-Tec Building Services**, the lowest responsible and responsive bidder, for a one-year **total cost of \$273,300**.

- c. **Contract #22-66:** M-21 - Cumberland Avenue to Valley Vista Drive, Resurfacing – MDOT

Staff recommends awarding Contract #22-66: M-21 Resurfacing to **Michigan Paving & Materials, Co.**, the lowest responsive and responsible bidder, at a rate of **\$55 per ton** of HMA placed.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that staff is authorized to **award the above contracts**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Rambo, Janes, and VerHeulen — 3.

Nays: 0.

Item #14 Comments

➤ Managing Director Warren presented to the Board a short video, "Why Roads Don't Last," which highlights an innovative pavement surface treatment (Reclamite) KCRC intends to apply to the Phase I parking area at the new central complex.

➤ Deputy Managing Director Harrall discussed with the Board, the County Board of Determination's decision to move forward on the Emmons Lake Drain. KCRC petitioned the Kent County Drain Commissioner on June 14, 2022. There is a 10-day period to appeal (until August 29, 2022).

➤ Director of Buildings and Equipment Roose reviewed the results of the public on-line auction sales of excess equipment. The auctions were conducted by Rangerbid and AIS Construction Equipment Corp. and **total sales were \$343,547**. The summary of the results of the disposal of the equipment are as follows:

Rangerbid Auction - May 17, 2022			
Equipment #	Description	Miles	Sale Price
6346	2015 Ford F-350 Super Duty Crew Cab w/ Lift Gate	144,585	\$ 19,126
	Miscellaneous Items Including a Hammer Drill, Truck Racks, and a Backpack Blower		\$ 25
Total Sale Price:			\$ 19,593
Total Net:			\$ 19,593

Rangerbid Auction - June 21, 2022			
Equipment #	Description	Hours	Sale Price
1747	2016 Caterpillar 966M Wheel Loader	4,003	\$ 200,000
	Miscellaneous Items		\$ 25
Total Sale Price:			\$ 200,025
Total Net:			\$ 200,025

AIS Construction Equipment Corp - Sell Date of June 23, 2022			
Equipment #	Description	Hours	Sale Price
1728	2015 John Deere 772GP Motor Grader AWD	7,929	\$ 105,000
Total Net:			\$ 105,000

Rangerbid Auction - July 19, 2022			Sale Price
Description			
Miscellaneous Items Including Chainsaws, Pole Saws, Blowers, & Tires			\$ 7,904
Total Net:			\$ 7,904

Rangerbid Auction - August 16, 2022			
Equipment #	Description	Hours	Sale Price
896	1990 Oshkosh AS32R-1 Tanker Truck	7,702	\$ 11,025
Total Net:			\$ 11,025

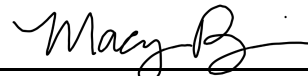
➤ Deputy Managing Director Byrne stated MDOT will be rebuilding the eastbound and westbound I-196 bridges over the Grand River and Market Avenue. Work will

begin this November with the closure of eastbound I-196 at Market Avenue. Eastbound I-196 will remain closed through July 2024 with traffic detoured onto eastbound M-6 to northbound US-131. The second phase of the project begins August 2024 with the closure of westbound I-196 at Market Avenue. During this phase, two lanes will be open in each direction on the new eastbound I-196 bridge.

➤ Deputy Managing Director Harrall updated the Board on KCRC's primary projects.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 9:01 a.m.

Respectfully submitted,



Macy Barcheski, Secretary