

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

January 25, 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, David Medema, David Morren, and Robert VerHeulen, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke.

Absent: Commissioner Cynthia Janes and Managing Director Steve Warren.

Also present: Deputy Managing Director of Engineering Wayne Harrall, Deputy Managing Director of Operations Jerry Byrne, Director of Building and Equipment Steve Roose, Director of Human Resources Michael Dennis, Director of Traffic and Safety Tim Haagsma, Purchasing Manager Andrew Nordstrom, IT Manager Tim Care, Communications Manager Maura Lamoreaux, Engineering Tech Amy Koets, 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 held Tuesday, January 11, 2022.

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

Motion carried by the following vote:

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

Nays: 0.

Item #5 Disbursements and Cash Balances

The disbursements for the check run dated January 21, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$89,507.53 in overtime.

Director Barcheski presented a detail of the new central complex project for the Board. The total estimated cost as of January 11, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	41,985,065
Current Expenditures	1,560,637
Project-to-Date Expenditures	14,514,114
Remaining Cost	\$32,987,122

Director Barcheski stated the General Fund has \$43,857,324.06 remaining after approval of disbursements. Of that amount, \$4,700,297.37 is unavailable operating funds, leaving \$39,157,026.69 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$846,372.13, Construction Estimates of \$0.00, New Central Complex Expenditures of \$1,560,637.03, Accounts Payables of \$1,361,790.14, and Cash Balances and Investments for the check run dated January 21, 2022,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

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

Nays: 0.

Item #5 December 2021 Financial Statements

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

The report was received for information.

Item #6 Schedule Public Hearing

Deputy Managing Director Harrall requested authorization to schedule a public hearing for the 2023 primary reconstruction of 84th Street between Hanna Lake Avenue and East Paris Avenue.

Director Harrall stated staff is requesting to schedule a public hearing on Tuesday, March 22 at 6:30 p.m.

A project information meeting was held on August 11, 2021, at Gaines Township Hall. Six (6) residents representing six (6) properties within the project limits attended the information meeting. The proposed project will reconstruct the existing 2-lane primary road to all-season. Work includes tree removal, earthwork, sand subbase, aggregate base, drainage work, HMA paving, restoration, and pavement marking.

Moved by Commissioner Morren and seconded by Commissioner VerHeulen that staff is authorized to **schedule a Public Hearing** for the **84th Street reconstruction between Hanna Lake Avenue and East Paris Avenue** for **Tuesday, March 22, 2022**, at the **Road Commission offices at 1500 Scribner Avenue, NW**, at **6:30 p.m.**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #7 Sign and Execute Title Sheet

Deputy Managing Director Wayne Harrall requested authorization to sign and execute the title sheet for the 68th Street pavement replacement project from east of Eastern Avenue to Kalamazoo Avenue.

The 68th Street pavement replacement project from east of Eastern Avenue to east of Kalamazoo Avenue is ready to bid through MDOT. This 1.0 mile 4-lane primary road project

includes full-depth cold milling of the existing asphalt pavement and placement of two courses of new asphalt pavement. The estimated project cost is \$926,000. Project funding includes \$740,000 of Federal NHPP funds and \$186,000 local match funded by KCRC.

Moved by Commissioner Morren, seconded by Commissioner Medema that the Board **authorizes to sign and execute the title sheet for the 68th Street pavement replacement project from east of Eastern Avenue to Kalamazoo Avenue**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Preliminary Plat Approval

Deputy Managing Director Wayne Harrall requested authorization for preliminary plat approval of Kuiper's Meadow Plat.

Kuipers Meadow Plat is located north of 68th Street and west of Burlingame Avenue in Section 3, Byron Township. This multi-phase residential plat development accesses 68th Street from an existing public street stub (Northfield Drive). Phase 1 work includes extending Northfield Drive approximately 650 feet north, 1 permanent cul-de-sac street (Northfield Court) extending approximately 925 feet west of Northfield Drive and 2 stub streets extending to the east of Northfield Drive for future phase street connections. This initial phase includes 29 lots. The developer is DJLK, LLC (John Koetje) and the engineer is Exxel Engineering.

Moved by Commissioner Morren, seconded by Commissioner VerHeulen that **preliminary plat approval is authorized for Kuipers Meadow Plat**, Section 3, Byron 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 850 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 Northfield Drive, Northfield Court, and Unnamed Street for future extension of public streets.

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, Medema, Morren, and VerHeulen — 4.

Nays: 0.

Item #9 Out-of-State Conference

Deputy Managing Director Byrne requested authorization for one staff (Director of Building and Equipment Steve Roose) to attend the 2022 AEMP Conference in San Antonio, Texas, March 21 – 22, 2022, with travel expenses allowed.

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

Motion carried by the following vote:

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

Nays: 0.

Item #13 Award of Bids

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

- a. **Contract #22-15:** Burton Street - Candlewick Court to Cascade Point Pvt., Full Depth Mill & Fill

Staff recommends awarding **Contract #22-15:** Burton Street, Full Depth Mill & Fill to **Superior Asphalt, Inc**, the lowest responsive and responsible bidder, for a total cost of **\$315,000**, which is **7.83%** below the estimated cost.

- b. **Contract #22-16:** Lincoln Lake Avenue and 19 Mile Road, Crush & Shape

Staff recommends awarding **Contract #22-16:** Lincoln Lake Avenue and 19 Mile Road, Crush & Shape to **Superior Asphalt, Inc**, the lowest responsive and responsible bidder, for a total cost of **\$398,000**, which is **8.22%** above the estimated cost.

- c. **Contract #22-17:** Division Avenue - West River Drive to 6 Mile Road, Full Depth Mill & Fill

Staff recommends awarding **Contract #22-17:** Division Avenue - West River Drive to 6 Mile Road, Full Depth Mill & Fill, to **Michigan Paving & Materials Co.**, the lowest responsive and responsible bidder, for a total cost of **\$406,038**, which is **5.30%** below the estimated cost.

- d. **Contract #22-18:** Belmont Road - Post Drive to Pine Hill Avenue, Crush & Shape

Staff recommends awarding **Contract #22-18:** Belmont Road - Post Drive to Pine Hill Avenue, Crush & Shape, to **Superior Asphalt, Inc**, the lowest responsive and responsible bidder, for a total cost of **\$327,000**, which is **3.57%** above the estimated cost.

- e. **Bid #22-EQU-25:** Two SUVs

Staff recommends awarding the purchase of two SUVs to **Signature Ford-Lincoln**, under MiDeal contract #071B7700180, that meets our specifications at the prices indicated, for a per SUV cost of **\$26,220**, and a total cost of **\$52,440**.

- f. **Bid #22-EQU-26:** Wood Chipper

Staff recommends awarding the bid for a wood chipper to **Morbark, LLC**, under Sourcewell contract #031721-MBI, at a total cost of **\$106,803.02**.

Moved by Commissioner VerHeulen, seconded by Commissioner Morren to **authorize the award of bids for the above listed**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

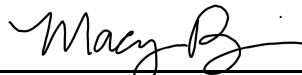
Item #11 **Comments**

➤ Director of Traffic and Safety Tim Haagsma provided the Board an update on non-motorized trail crossing signage.

➤ Deputy Managing Director Harrall reminded the Board of the two public hearings that are scheduled for tonight.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:51 a.m.

Respectfully submitted,



Macy Barcheski, Secretary