

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

July 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, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke.

Absent: Managing Director Steve Warren.

Also present: Deputy Managing Director of Operations Jerry Byrne, Deputy Managing Director of Engineering Wayne Harrall, Director of Traffic and Safety Tim Haagsma, Director of Building and Equipment Roose, 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, 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 held Tuesday, June 28, 2022. Moved by Commissioner VerHeulen, seconded by Commissioner Janes 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

The disbursements for the check run dated July 8, 2022, were presented to the Board by Director of Finance Barcheski.

The Construction Estimates for this period are as follows:

Contractor	Project	Amount
Michigan Paving & Materials	Grand Rapids Township Local Roads Program (estimate #3)	\$31,640.44
	Algoma Township Local Roads Program (estimates #3 and #4 and final)	70,244.61
	Cascade Township Local Roads Program (estimate #1)	445,049.32
Rieth-Riley Construction	Fruit Ridge Avenue – 16 Mile Road to 18 Mile Road (estimate #1)	582,674.22
Superior Asphalt, Inc.	Morse Lake Avenue – 60 th Street to 68 th Street (estimate #2)	16,010.60
	Gaines Township Local Roads Program (estimate #3)	104,595.44
Total		\$1,250,214.63

Director Barcheski stated the General Fund has \$39,285,625.86 remaining after approval of disbursements. Of that amount, \$5,168,523.63 is unavailable operating funds, leaving \$34,117,102.23 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$830,851.17, Construction Estimates of \$1,250,214.63, New Central Complex Expenditures of \$0.00, Accounts Payables of \$1,779,746.96, and Cash Balances and Investments for the check run dated July 8, 2022,** 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 May 2022 Financial Statements

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

The report was received for information.

Item #6 Michigan Transportation Fund

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenue that was collected in May 2022 and received in July 2022. She stated the funds received were \$4,438,264, a variance of \$262,994 lower than what was budgeted. To date, receipts are 8.7% higher from this time last year.

Item #7 MDOT Contract Amendment

Deputy Managing Director Byrne requested authorization to adopt the following resolution for MDOT Contract amendment.

Commissioner Medema offered the following resolution in regard to the amendment of Contract #2021-0361 between the Kent County Board of Road Commissioners and the Michigan Department of Transportation for maintenance of the State Trunkline System in Kent County, Michigan.

**RESOLUTION FOR
STATE TRUNKLINE SYSTEM MAINTENANCE CONTRACT
AMENDMENT**

WHEREAS, this Amendatory Contract is made and entered into this date of October 1, 2021, between the Michigan Department of Transportation (MDOT) and the Board of County Road Commissioners of the County of Kent, Michigan, a public body corporate

(BOARD), for the purpose of amending Contract No. 2021-0361 (CONTRACT), dated October 5, 2021, and

WHEREAS, the CONTRACT provides for MDOT and the BOARD to mutually agree to work together to improve maintenance activities on the state trunkline system; and

WHEREAS, the parties desire to amend the CONTRACT to update Appendix G of the CONTRACT; The parties agree that the CONTRACT be and that the same is amended as follows:

1. In order to update Appendix G of the CONTRACT, dated April 20, 2012, it is replaced with Revised Appendix G, dated October 26, 2020, attached hereto, and made a part hereof, and all references in the CONTRACT to Appendix G will be construed to mean Revised Appendix G, dated October 26, 2020.
2. All other provisions of the CONTRACT, except as herein amended, remain in full force and effect as originally set forth.
3. The BOARD waives any and all claims it has or may have against MDOT that arise out of the need to amend the CONTRACT.
4. This Amendatory Contract will become binding on the parties and of full force and effect upon signing by the duly authorized representatives of the BOARD and MDOT and upon adoption of a resolution approving said Amendatory Contract and authorizing the signature(s) thereto of the respective representative(s) of the BOARD, a certified copy of which resolution will be sent to MDOT with this Amendatory Contract, as applicable.

NOW, THEREFORE, BE IT RESOLVED, that the Board agrees to the terms of the amendment.

BE IT FURTHER RESOLVED, that Steven A. Warren, Managing Director, be authorized to sign said amendment on behalf of the Board.

Moved by Commissioner Medema, seconded by Commissioner Janes that the **resolution is adopted**, and the **amendment signed and executed**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 ARPA Proposal Funding Request

Deputy Managing Byrne requested Board authorization to submit Kent County Road Commission's ARPA Funding Proposal to the County of Kent. Proposals must be submitted via Kent County's online portal by July 15. KCRC's request of \$20 million in ARPA funding includes:

- \$10 million to complete 32 lane miles of full depth resurfacing on 11 high-volume, geographically diverse corridors
- \$10 million to sustain the township cost-sharing program that funds local road improvements (which would leverage a \$20 million overall investment in local road improvement when matched by township dollars)

Chair Rambo requested staff to copy township supervisors and keep them updated.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that the Board **authorizes staff to submit the ARPA Funding Proposal Request** to the County of Kent, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Quit Claim to County of Kent

Deputy Managing Director Harrall requested authorization to quit claim property to the County of Kent.

Between 1961 and 1970, the Board of Road Commissioner's acquired the following properties:

- Approximately 24 acres from Consumers Power Company to be incorporated into Fallasburg Park (1961)
- 30 acres from Bruce and Lenora Tower for gravel mining and future Fallasburg Park use (1962)
- 17 acres (outside of McPherson Street ROW) from the Michigan Department of Natural Resources for the extension of McPherson Street (1970)

Totaling approximately 71 acres, these collective pieces of property are located on the south side of McPherson Street between the Flat River and Covered Bridge Road. They are currently serving as a part of Fallasburg Park where a disc golf course, parking area, and unpaved trails reside.

Based on the parcels' current use, the County of Kent is requesting that KCRC quit claim the parcels to the County for addition to Fallasburg Park.

Property Description

Part of Govt Lots 1 & 2 & Northeast 1/4 Northwest 1/4 described as: Commencing 195.29 feet North along the North-South 1/4 Line from the Centerline of Covered Bridge Road; thence S63°22'W 155.60 feet; thence S30°38'E 173.0 feet to said Centerline; thence Southwesterly along said Centerline 77.46 feet to a point 133.36 feet Southwesterly along said Centerline from the North-South 1/4 Line; thence N31°54'W 220.00 feet; thence Northwesterly along a 818.83 feet radius curve to the left to a point 346.50 feet; thence N31°07'W from said Centerline to a point 346.50 feet; thence N31°07'W from a point on said Centerline; thence Southwesterly parallel with said Centerline to a point 346.50 feet N31°07'W from a point on said Centerline which is 537.0 feet Southwesterly along said Centerline from the North-South 1/4 Line; thence N31°07'W 349.0 feet; thence S58°00'W 107.50 feet; thence S32°24'E 349.0 feet; thence S58°00'W 25.28 feet to a point 346.50 feet N32°00'W from a point 662.0 feet Southwesterly along said Centerline from the North-South 1/4 Line; thence N32°00'W 346.50 feet; thence S58°00'W 264.00 feet; thence N32°00'W 271.0 feet; thence S58°00'W 314.0 feet; thence S32°00'E 493.75 feet; thence S58°00'W 174.0 feet; thence N54°00'W 820 feet more or less to contour 672 feet on the left bank of the Flat River; thence Northerly on said contour line to the West Section line; thence North along West Section line to the Northwest Corner of Section; thence East along North Section line to the North 1/4 Corner; thence South along North-South 1/4 Line to beginning. Located in Section 24 T07N, R09W, Vergennes Township, Kent County, MI.

Property Parcel Number # 41-16-24-100-031

Also, part of Govt lot 4 & Part of the Northeast 1/4 commencing 1,590 feet South along the North-South 1/4 Line from the North 1/4 Corner; thence N55°E 906 feet; thence N40°E to the Southerly line of McPherson Street (120 feet wide); thence Easterly along said Southerly line to the East Section line; thence North along East Section line to a point 1,536.75 feet South along the East Section line from the Northeast Corner of Section; thence N70°33'W 220 feet; thence Northerly parallel with the East Section line to the Northerly line of said McPherson Street; thence Westerly along said Northerly line to the North-South 1/4 Line; thence Southerly to Beginning. Located in Section 24. T07N, R09W, Vergennes Township, Kent County, MI.

Property Parcel Number: 41-16-24-200-022

Except: All that part of Govt Lots 1, 2 & 4 lying Northerly of, measured at right angles and parallel to, a line which is 60 feet Southerly of the centerline of McPherson Street. Centerline of McPherson Street is described as: Commencing at the Northeast Corner of Section 24, Township 07 North, Range 09 West, Vergennes Township, Kent County, Michigan, thence 1,535.33 feet South of the Northeast corner of said Section 23; thence Northwesterly 233.21 feet along a 11,459.16 feet radius curve to the left, the chord of which bears N70°07'W 233.20 feet; thence N70°42'W 2,380.91 feet; thence Westerly 2,513.33 feet along a 5,729.58 feet radius curve to the left, the long chord of which bears N83°16'W 2,493.23 feet; thence S84°10'W 1,128.17 feet to the point of ending.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes to **authorize the quit claim for the above property to the County of Kent**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 Sign and Execute MDOT Agreement

Deputy Managing Director Harrall requested that the Board sign and execute the agreement for the 84th Street reconstruction project.

Deputy Managing Director Harrall stated the 84th Street project between Hanna Lake Avenue and East Paris Avenue is ready to bid through MDOT. The 2023 project includes reconstructing the existing 2-lane primary roadway to all-season standard. The estimated project cost is \$1,600,000. Project funding includes \$1,305,506 STP Urban and Flex funds, with the remaining \$294,494 local match funded 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 road reconstruction work along 84th Street from Hanna Lake Avenue to East Paris Avenue.

**Resolution for
Road Reconstruction work along
84th Street
From Hanna Lake Avenue to East Paris Avenue
Contract #22-5308**

WHEREAS, Federal Funds are available for the road reconstruction work along 84th Street from Hanna Lake Avenue to East Paris Avenue, and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal and State 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 VerHeulen that the Board **adopt the resolution and sign and execute the Agreement for the road**

reconstruction work along 84th Street from Hanna Lake Avenue to East Paris Avenue with Federal Funds.

Motion carried by the following vote:

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

Nays: 0.

Item #11 Preliminary Street Approval

Deputy Managing Director Harrall requested authorization for preliminary plat approval of Northbrook No. 8.

Deputy Managing Director Harrall stated Northbrook Plat No. 8 (30 lots) is located north of Safety Drive and south of English Avenue in Section 20, Plainfield Township. Phase No. 8 of this residential plat includes an extension of Hillbrook Court and two permanent cul-de-sacs. Although the permanent cul-de-sac street length exceeds 800 feet, staff is requesting no public street extension to English Avenue due to intersection safety concerns.

Moved by Commissioner Morren, seconded by Commissioner Janes that the Board **authorizes the preliminary plat approval of Northbrook No. 8**, Section 20, 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 880 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 United States Post Office customer mail delivery mode requirements in their plat improvements design and construction documents.
10. 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 #12 Final Plat Approval

Deputy Managing Director Harrall requested authorization for final plat approval of Hoffman Meadows.

Hoffman Meadows plat (40 lots) is located on the south side of 68th Street, east of Kalamazoo Avenue in Section 10, Gaines Township. Phase 1 of this multiphase residential plat is being built in accordance with the approved plans and KCRC residential street standards.

This phase includes access to 68th Street and stub streets to the west property line and to the south for a future phase extension. The developer has provided surety (letter of credit) in the amount of \$392,000 to cover the cost of remaining work, which includes top course paving and restoration. The developer has not provided clear title at this time and will be needed before signed final approval.

Moved by Commissioner Morren, seconded by Commissioner Medema to authorize the **final plat approval with conditions of clear title of Hoffman Meadows plat**, Section 10, 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 Rejection of Bids

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

- a. **Contract #22-56:** Building and Grounds Maintenance at two rest areas and one roadside park – MDOT

Following the bid letting, staff met with the low bidder, Northern Michigan Commercial Cleaning Services, on June 23, 2022, to discuss their submittal. In the meeting, the contractor proposed an unrealistic business plan including wages that are not conducive to finding the employees necessary to provide the service KCRC expects for the contract. As the bid was not reviewed by the owner before it was submitted to KCRC, she was not initially aware of the cost, but refused to withdraw their bid.

Staff recommends for the Board to reject the bids that were received for Contract #22-56 in order to rebid the contract. Staff is working to modify the specifications to explore options to maintain expectations while allowing some flexibility to the successful bidder.

b. **Cascade Road widening between 36th Street and Whitneyville Avenue**

Bids were received by MDOT on July 1, 2022. The low bid was \$2,196,099, more than 24% over the estimated project cost. Staff requests the bids be rejected and the project be rebid this fall for construction in 2023. This will allow for more scheduling flexibility and competitive bidding.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen to **reject the bids for the above listed**, as recommended by staff.

Motion carried by the following vote:

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

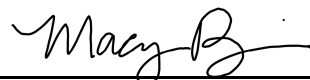
Nays: 0.

Comments

➤ Deputy Managing Director Harrall stated Jeff Knapp, Spencer Township Supervisor, is very pleased with the “pipe arch” culvert KCRC used under Lincoln Lake Avenue.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:35 a.m.

Respectfully submitted,



Macy Barcheski, Secretary