

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

July 26, 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, and Robert VerHeulen, Managing Director Steve Warren, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke.

Absent: Commissioner David Morren.

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, 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, 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, July 12, 2022.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that

the **minutes be approved.**

Motion carried by the following vote:

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

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated July 22, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$11,693.13 in overtime.

The Construction Estimates for this period are as follows:

Contractor	Project	Amount
Michigan Paving & Materials	Alpine Township Sports Park (estimate #4 and final)	\$4,000.00
	Lowell Township Local Roads Program (estimate #1)	180,447.04
	Cascade Township Local Roads Program (estimate #2)	259,564.01
Superior Asphalt, Inc.	Cannon Township Local Roads Program (estimate #1)	184,600.34
	Courtland Township Local Roads Program (estimate #3)	22,836.50
	Gaines Township Local Roads Program (estimate #4)	3,321.14
Total		\$654,769.03

Director Barcheski stated the General Fund has \$35,455,936.97 remaining after approval of disbursements. Of that amount, \$5,261,789.46 is unavailable operating funds, leaving \$30,194,147.51 in total available operating funds.

Moved by Commissioner Janes, seconded by Commissioner Medema that **Payroll of \$809,935.46, Construction Estimates of \$654,769.03, New Central Complex Expenditures of \$0.00, Accounts Payables of \$2,819,531.58 and Cash Balances and Investments for the check run dated July 22, 2022,** are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

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

Nays: 0.

Item #5 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase right-of-way for the 84th Street 2023 all-season reconstruction project.

Deputy Managing Director Harrall stated Sarah and Steve Geelhoed, owners of **3475 84th Street**, have agreed to provide KCRC additional frontage easement for the reconstruction between Hanna Lake Avenue and East Paris Avenue. The easement is 17 ft. x 150 ft. (2,550 sft.) valued at \$0.98/ sft. for a total just compensation of \$2,499.

Easement Description

Commencing at the South 1/4 Corner of Section 14, T05N, R11W Gaines Township, thence N89°00'24"W 950.00 feet along the South Line of said Section; thence N00°33'11"E 33.00 feet to the existing Northerly Right of Way line of 84th Street and the Point of Beginning; thence continuing N00°33'11"E 17.00 feet along the Westerly property line; thence S89°00'24"E 150.00 feet along a line which is parallel with the North Right of Way line of 84th Street to the Easterly property line; thence S00°33'11"W 17.00 feet along said property line to the existing Northerly Right of Way line of 84th Street; thence N89°00'24"W 150.00 feet along said existing Northerly Right of Way line of 84th Street to the Point of Beginning. Contains 2,550 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner VerHeulen, seconded by Commissioner Janes 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, and VerHeulen — 4.

Nays: 0.

Item #6 **Final Plat Approval**

Managing Director Warren requested authorization for final plat approval of Eastern Meadows plat.

Deputy Managing Director Harrall stated Eastern Meadows plat is located east of Coit Avenue and south of Georgia Street in Sections 31 and 32, Plainfield Township. This residential plat is being built in accordance with the approved plans and KCRC residential street standards. This single-phase plat extended Eastern Avenue approximately 300 ft. and includes a permanent cul-de-sac and 7 single lots. The developer has provided cash surety in the amount of \$111,350 to cover the cost of remaining work, which includes paving and restoration.

Moved by Commissioner Medema, seconded by Commissioner Janes to authorize the **final plat approval of Eastern Meadows plat**, Sections 31 and 32, Plainfield Township, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #7 **Advertise for Bids**

Managing Director Warren requested authorization to advertise for bids for **Contract #22-60: Multifunction Office Devices and Printers**.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen 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, and VerHeulen —4.

Nays: 0.

Item #8 Award of Bids

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

- a. **Contract #22-58:** Rental of Traffic Control Devices – MDOT Two-Year Contract (2022 - 2024), as needed

This contract is 100% funded by the Michigan Department of Transportation and will require MDOT approval prior to commencement.

Staff recommends awarding Contract #22-58: Traffic Control Devices - MDOT to **Give 'Em A Brake LLC**, whose product, when tested and inspected, meets or exceeds the specified requirements.

Contract Term: 7/26/2022 - 7/26/2024

Product	Give 'Em A Brake Safety, LLC		
Traffic Control Device	Min. Charge Each (1-12 Days)	Daily Rental Each (13+ Days)	Yearly Rate Each
Channelizing Device, 42-inch, Florescent	\$10	\$0.30	\$35
Portable Changeable Message Sign, NTCIP Compliant with Secure ATMS Connection	\$65	\$48.75	\$6,195
Arrow Board, Type C	\$25	\$18	\$1,475
Automated Flagging Assistance Device (AFAD)	\$195	\$150	\$7,000
Temporary Portable Pedestal-Mounted Traffic Signal System	\$400	\$325	\$19,500

Mobilization Charge (%)	20%
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Charges for Damage/Missing Equipment	Damaged Each	Missing Each
Channelizing Device, 42-inch, Florescent	No Charge	\$30
Portable Changeable Message Sign, NTCIP Compliant with Secure ATMS Connection	L & M	\$17,125
Arrow Board, Type C	L & M	\$4,250
Automated Flagging Assistance Device (AFAD)	L & M	\$24,200
Temporary Portable Pedestal-Mounted Traffic Signal System	L & M	\$46,200

* L&M = Cost of Parts & Shipping, + \$50 Per Man Hour in Labor

- b. **Contract #22-62:** Reclamite Pavement Preservation Application

Staff recommends awarding Contract #22-62: Reclamite Pavement Preservation Application to **Pavement Technology, Inc.**, the sole source provider of the asphalt rejuvenator application, at an estimated cost of **\$100,000**, and at a rate of **\$1.20 per square yard**.

c. **Contract #22-63: Herbicide Spraying Services**

Staff recommends awarding Contract #22-63: Herbicide Spraying Services to **The Dalton's Inc.**, piggybacking on Montcalm County Road Commission's existing contract, at a rate of **\$1.19 per gallon** for their roadside brush control services.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen 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, and VerHeulen — 4.

Nays: 0.

Item #9 Award Additional Bidder

Managing Director Warren requested authorization to award an additional bidder for **Contract #22-19: Preservation Road Treatments – 2022 requirements with a one-year renewal option**, as needed.

Following the post-award meeting with Pavement Maintenance Systems, LLC to add KCRC to their construction schedule, the awarded pavement treatments contractor does not anticipate being able to fulfill all of the work planned for KCRC along with the other participating agencies on the contract.

To help ensure the completion of our 2022 preservation program, staff recommends the Board also award Contract #22-19: Preservation Road Treatments to **Strawser Construction Inc.**, the next lowest responsible and responsive bidder, while continuing the contract with Pavement Maintenance Systems, LLC as well. Both have agreed to hold the cost of their bids dated February 28, 2022.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that staff is authorized to award **Strawser Construction Inc. as an additional bidder for Contract #22-19: Preservation Road Treatments**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Comments

➤ Managing Director Warren shared sad news with the Board that a Berrien County road worker was hit and killed on the job Wednesday afternoon by an intoxicated driver. The road worker was William “Mack” Isom, age 57. KCRC and other municipalities throughout Michigan are sending trucks for a ceremonial procession at his funeral today. Deputy Managing Director Byrne and Communications Manager Lamoreaux helped coordinate the procession. Please keep Mack’s family, friends, and Berrien County Road Department in your thoughts.

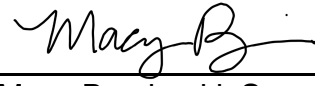
➤ Managing Director Warren stated KCRC has submitted the ARPA proposal to the County of Kent requesting \$20M. A followed-up letter was sent clarifying that KCRC did not received federal or state ARPA money. \$10M of this money would be shared with the townships.

➤ Reminder that Summerfest is scheduled for Thursday, August 11, 2022, at Fallasburg Park.

➤ Chair Rambo shared with the Board that he has accepted a new position with the County of Kent and will serve out his term on the Board of County Road Commissioners until the end of this year. He begins his new position on Monday, August 29.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:18 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Macy B", with a horizontal line extending to the right from the end of the signature.

Macy Barcheski, Secretary