

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

March 8, 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, Assistant Director of Traffic and Safety Shirley Wollner, Director of Human Resources Michael Dennis, Assistant Director of Finance Mario Guerra, IT Manager Tim Care, Purchasing Manager Andrew Nordstrom, Communications Manager Maura Lamoreaux, Right-of-Way Office Manager L.R. Cole, and Jerry Cardinal from Highpoint Electric.

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, February 22, 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 March 4, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$88,544.73 in overtime.

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of March 8, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	47,123,354
Current Expenditures	10,057
Project-to-Date Expenditures	17,650,637
Remaining Cost	\$29,472,717

Director Barcheski stated the General Fund has \$50,240,828.09 remaining after approval of disbursements. Of that amount, \$5,317,066.23 is unavailable operating funds, leaving \$44,923,761.86 in total available operating funds.

Moved by Commissioner Janes, seconded by Commissioner Morren that **Payroll of \$831,711.98, Construction Estimates of \$0.00, New Central Complex Expenditures of \$10,057.00, Accounts Payables of \$1,100,652.57, and Cash Balances and Investments for the check run dated March 4, 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 Michigan Transportation Fund

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenue that was collected in January 2022 and received in March 2022. She stated the funds received were \$5,203,099, a variance of \$61,412 more than what was budgeted. To date, receipts are 12.5% higher from this time last year.

The report was received for information.

Item #6 February 2022 Financial Statements

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

The report was received for information.

Item #7 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase the following right-of-way for the widening of 68th Street (Glen Hollow Drive to Hanna Lake Avenue) scheduled for this construction season.

- a. SPDA RE Holdings Dutton, LLC, **3113 – 68th Street**, Section 3, Gaines Township

Deputy Managing Director Harrall stated SPDA RE Holdings Dutton LLC, at 3113 68th Street, has agreed to provide: 7 ft. x 59 ft. (413 sft.) easement valued at \$7.09/sft. for a total just compensation of \$2,930.00.

Easement Description:

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 33.00 feet along the westerly property line to the Point of Beginning; thence N00°23'33"E 7.00 feet along said westerly property line; thence S89°15'25"E 59.00 feet to the easterly property line; thence S00°23'33"W 7.00 feet along said property line to the existing northerly Right of Way; thence N89°15'25"W 59.00 feet along said existing Right of Way line to the

westerly property line and the Point of Beginning. Contains 413 Square Feet M/L and is subject to easements and restrictions of record.

- b. SPDA RE Holdings Dutton, LLC, **3125 – 68th Street**, Section 3, Gaines Township

Deputy Managing Director Harrall stated SPDA RE Holdings Dutton LLC, at 3125 68th Street has agreed to provide: 7 ft. x 65 ft. (455 sft.) valued at \$7.09/sft. for a total just compensation of \$3,230.00.

Easement Description:

Commencing at the Southeast Corner of Section 3, T05N, R11W Gaines Township, thence N89°15'25"W 536.30 feet along the South line of Section 3; thence N00°23'33"E 33.00 feet along the westerly property line to the Point of Beginning; thence N00°23'33"E 7.00 feet along said westerly property line; thence S89°15'25"E 65.00 feet along a line which is parallel with the existing southern Right of Way to the easterly property line; thence S00°23'33"W 7.00 feet along said property line to the existing northerly Right of Way; thence N89°15'25"W 65.00 feet along said existing Right of Way line to the westerly property line and the Point of Beginning. Contains 455 Square Feet M/L and is subject to easements and restrictions of record.

- c. Phillip and Mark Doezema, **3135 – 68th Street**, Section 3, Gaines Township

Deputy Managing Director Harrall stated Phillip and Mark Doezema, at 3135 68th Street have agreed to provide: 7 ft x 65 ft. (455 sft.) valued at \$7.09/sft., plus \$270.00 for landscaping, for a total just compensation of \$3,500.00.

Easement Description:

The North 7.00 feet of the South 40 feet of the East 65 feet of the West 260 feet of the South 253 feet of the East 1/2 of the East 1/2 of the Southeast ¼ of Section 3, T05N, R11W Gaines Township. Contains 455 Square Feet M/L and is subject to easements and restrictions of record.

- d. Dutton Christian Schools, **3143 – 68th Street**, Section 3,
Gaines Township

Deputy Managing Director Harrall stated Dutton Christian School, at 3143 68th Street has agreed to provide: 7 ft. x 89 ft. (623 sft.) valued at \$7.09/sft., for a total just compensation of \$4,420.00.

Easement Description:

The North 7.00 feet of the South 40 feet of the West 89 feet of the East 400 feet of the South 253 feet of the Southeast 1/4 of Section 3, T05N, R11W Gaines Township. Contains 623 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Morren, 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, Morren, and VerHeulen — 5.

Nays: 0.

Item #8 Vacation Request

Managing Director Warren request authorization to vacate several streets in Hansen's Grove Plat.

Deputy Managing Director Harrall stated Hansen's Grove Plat is located along the east side of Maston Lake in Section 10, Spencer Township. Property owners within the plat have filed circuit court action to vacate six "paper streets" within the plat. The streets include Pine Tree Drive (platted as Pine Street), Pilot Street (platted as Alger Street), Dixon Street, Marvin Street, Grove Street (platted as Gate Street) and Galax Street (platted as Grant Street). The Pine Tree Drive right-of-way is 30 ft. wide and extends north/south along the eastern plat boundary. Pilot Street, Dixon Street, Marvin Street, and Galax Street are also 30 ft. wide and extend 100 ft. east/west between Shawano Drive to Pine Tree Drive.

On January 11, 2022, the Board consented to this request. Since that time, Grove Street has been added to the court action. In 1976, KCRC abandoned Grove Street for roadway purposes.

Commissioner Medema offered the following resolution with reference to vacating Gate Street (Platted as Grove Street), in Spencer Township within “Hansen’s Grove” Maston Lake in Section 10 of Spencer Township, Kent County, Michigan, recorded in Liber 28 of Plats, Page 3.

RESOLUTION REGARDING VACATION OF STREETS

WHEREAS, the following portion of a street was dedicated by the Plat, “Hansen’s Grove” Maston Lake in Section 10 of Spencer Township, Kent County, Michigan, recorded in Liber 28 of Plats, Page 3 and legally described as follows:

Gate Street (Platted as Grove Street), from the west line of Pine Street to the east line of Shawano Drive (Platted as Lake Drive)

(the “Street”).

WHEREAS, a vacation lawsuit has been filed in the Kent County Circuit Court by Steven Wodarek and Cindy Hodges, Jan and Pat Ten Haaf, Christine Heyboer, Clayton Strong, Kendra Woodward, Bonnie Walma Trust-Trustee Bonnie Walma, Melvin Maccarthy, Jessica Yoak, Lucas Nelson, Jerry Macklin, Kathleen Wykes, CINTEK 2, LLC, CINTEK 3, LLC, owners Steven Wodarek and Cindy Hodges, Christopher Kuiper, Plaintiffs who are seeking a vacation of the Street. This lawsuit is Kent County Circuit Court Case No. 21-05398-CH.

WHEREAS, the Street was abandoned by the Board of County Road Commissioners of the County of Kent by a resolution approved on July 20, 1976 and recorded at Liber 2233, Page 1189 at the Kent County Register of Deeds office.

WHEREAS, it appears that the vacation of the Street will not interfere with travel within the County, will better allow the property owners the use of their property, will enhance the quality and character of the County, and will reduce liability and maintenance exposure for the Board of County Road Commissioners of the County of Kent.

WHEREAS, the Board of County Road Commissioners of the County of Kent otherwise believes that it is in the best interest of the public health, safety, and welfare to vacate the Street.

WHEREAS, subject to the terms of this Resolution, the Board of County Road Commissioners of the County of Kent hereby vacates the Street, and agrees to the Street being vacated by the Kent County Circuit Court pursuant to the above-mentioned lawsuit.

WHEREAS, any existing public utilities or public utility easements must be reserved and preserved within the area formerly comprising the Street.

WHEREAS, since the Board of County Road Commissioners of the County of Kent is not benefitted by vacating the Street, the Board of County Road Commissioners of the County of Kent will not reimburse Plaintiffs for any costs associated with this suit.

WHEREAS, this Resolution shall not be effective until Plaintiffs (or one of their agents) file and record a certified copy of this Resolution with the Kent County Register of Deeds records and submits a copy to the State Treasurer.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kent hereby determines and confirms that the Street as described above is vacated as of the effective date of this Resolution.

AND BE IT FURTHER RESOLVED that this resolution be recorded with the Kent County Register of Deeds and be submitted to the Office of Land Survey and Remonumentation in the Michigan Department of Licensing and Regulatory Affairs.

AND BE IT FURTHER RESOLVED that L.R. Cole, Right-of-Way Office Manager, is hereby authorized to execute all documents as are reasonably necessary to effectuate this Resolution, including signing an appropriate consent judgment in the above-captioned lawsuit.

Commissioner Medema moved for the **adoption of the resolution** and Commissioner VerHeulen seconded the motion.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Approve 2022 Act 51 Road Certification

Managing Director Warren presented the Act 51 2022 Road Certification to the Board for their review and adoption.

Deputy Managing Director Harrall stated the 2022 Act 51 mileage certification is due in Lansing by March 31, 2022. The changes in certification submitted to MDOT will include a 2.33 mile increase in overall mileage. The overall increase is attributed to 2.35 miles of new local streets and a decrease of 0.02 mile due to roadway decertification and abandonments. Total KCRC mileage = 1977.29

The certified primary road mileage as of December 31, 2021, is 657.46 miles (no change from previous year).

The certified local road mileage as of December 31, 2021, is 1319.83 miles (1317.50 previous year) a 2.33 mile increase.

Moved by Commissioner Morren and seconded by Commissioner Medema that the Board **approves and executes the Act 51 2022 Road Certification**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #10 Approve Sale of Excess Property

Managing Director Warren requested authorization to sell excess right-of-way at 8248 Belmont Avenue.

Deputy Managing Director Harrall stated Highpoint Electric recently purchased a parcel that was separated by the construction of the Belmont Bypass in 2018. The owners have been working with Plainfield Township on a plan to construct buildings on both the north and south sides of that roadway.

On the southside, the company is planning to relocate their business headquarters. They have approached KCRC with interest in purchasing 1.2 acres that remains after construction of the Bypass. This property by itself is too small to develop according to the township's light industrial zoning designation. This may include the relocation of the parking area for the township park and access to the North Kent Landfill.

After much discussion, the Board stated they would like a more complete site plan before they will approve the sale of excess right-of way at 8248 Belmont Avenue.

Item #11 Advertise for Bids

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

- a. **Bid #22-ENG-02:** Precast Concrete Box Culverts & End Sections
- b. **Bid #22-ENG-03:** Concrete Culvert Pipe & Components

Moved by Commissioner Morren, seconded by Commissioner VerHeulen that staff is **authorized to advertise for bids on the above listed purchases 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 #12 Award of Bids

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

a. **Contract #22-24: Trash Removal Services in Kent County – MDOT**

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

Staff recommends awarding Contract #22-24: Trash Removal Services in Kent County to **Hi-Tec Building Services**, the lowest responsive and responsible bidder, at cost of **\$40.70 per hour**.

b. **Contract #22-25: Pavement Marking Services**

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

Staff recommends awarding Contract #22-24: Trash Removal Services in Kent County to **Hi-Tec Building Services**, the lowest responsive and responsible bidder, at cost of **\$40.70 per hour**.

c. **Contract #22-30: Miscellaneous Pavement Markings**

Staff recommends awarding Contract #22-30: Miscellaneous Pavement Markings to **Michigan Pavement Markings LLC**, the lowest responsive and responsible bidder, for a

total estimated cost of **\$112,750**. The quantities may vary from the bid, but the per unit bid cost shall remain firm.

d. **Bid #22-EQU-28: Forestry Head**

Staff recommends awarding the bid for a Forestry Head to **Michigan CAT**, under Sourcewell Contract #032119-CAT, at a total cost of **\$36,468.36**.

e. **Bid #22-MNT-04: Summer Bituminous Patching Materials 2022 Requirements, as needed**

Staff recommends awarding Bid #22-MNT-04: Summer Bituminous Patching Material to **Black Gold Transport, Michigan Paving & Materials Co., Rieth-Riley Construction Co., Inc., Superior Asphalt, Inc., & Wyoming Asphalt**, 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 & lead time of the product.

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 #13 **Comments**

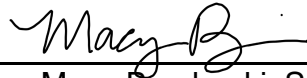
➤ The County Road Association (CRA) conference is in Lansing this week. Communications Manager Maura Lamoreaux will be one of the speakers this year.

➤ Steel has been delivered to the new Central Complex. The building is on schedule and making great progress.

- Reminder that there is a public hearing scheduled for 84th Street on Tuesday, March 22, 2022, at 6:30 p.m. at KCRC.
- Commissioner Medema thanked Superintendent Rich Baker for being such a great host for the primary election held at the North Complex.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:50 a.m.

Respectfully submitted,



Macy Barcheski, Secretary