

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

October 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, 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, Director of Traffic and Safety Tim Haagsma, Director of Building and Equipment Steve Roose, Director of Human Resources Mike Dennis, Assistant Director of Finance Mario Guerra, Purchasing Manager Andrew Nordstrom, IT Manager Tim Care, Communications Manager Maura Lamoreaux, Plat Engineer Darren Vink, Transportation Planner Rick Sprague, Foreman Brad O'Brien, and Driver Jon Hamby.

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, October 11, 2022.

Moved by Commissioner VerHeulen, seconded by Commissioner Medema 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 October 14, 2022, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$18,513.92 in overtime.

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of October 25, 2022, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	47,182,967
Current Expenditures	2,845,215
Project-to-Date Expenditures	31,852,674
Estimated Remaining Cost	\$15,330,294

Director Barcheski stated the General Fund has \$20,672,255.75 remaining after approval of disbursements. Of that amount, \$9,036,340.54 is unavailable operating funds, leaving \$11,635,915.21 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner VerHeulen that **Payroll of \$821,518.43, Construction Estimates of \$0.00, New Central Complex Expenditures of \$2,845,214.53, Accounts Payables of \$1,867,168.00 and Cash Balances and Investments for the check run dated October 14, 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 Sign and Execute Title Sheet

Managing Director Warren requested that the Board sign and execute the title sheet for the Northland Drive pavement replacement project between 12 Mile Road and 14 Mile Road.

Deputy Managing Director Harrall stated the improvement of Northland Drive is ready to be bid through MDOT. The project includes milling the existing surface and placing two courses of new asphalt. The work will be phased to maintain two-way traffic throughout construction. The estimated cost is \$2,560,000, which will be funded by two grants, \$1,656,614 State Category C funds and \$350,000 Federal STP Flex funds (purchased from Cass County Road Commission), and KCRC will fund the remaining \$553,386.

Moved by Commissioner Medema and supported by Commissioner Janes that the **Board is authorized to sign and execute the title sheet for the Northland Drive pavement replacement project**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Commissioner Morren arrived at 8:09 a.m.

Item #6 Purchase of Right-of-Way

Managing Director Warren requested authorization to purchase right-of-way from the following:

- a. Joseph and Patricia Thomas, **10085 Patterson Avenue**, Section 25, Gaines Township

Deputy Managing Director Harrall stated Joseph and Patricia Thomas at 10085 Patterson Avenue have agreed to provide additional highway easement to accommodate the all-season reconstruction of 100th Street (East Paris Avenue - Patterson Avenue). The

easement is 17 ft. x 336 ft. (5,720 sft.) valued at \$0.80/sft and \$325 for landscaping totaling \$4,900 in just compensation.

Easement Description:

A Highway Easement, the boundary of which is described as: Commencing at the Northeast Corner of Section 36, T05N, R11W Gaines Township, Kent County, MI.; thence N88°35'05"W 445.02 feet along the North line of said Section 36; thence S00°50'45"W 33.00 feet to the Southerly Right of Way line of 100th Street and the Point of Beginning; thence S88°35'05"E 328.02 feet along the existing South Right of Way line of 100th Street to the Westerly line of a parcel described in Uber 1614, page 160; thence S43°52'1 0"E 24.16 feet along said Westerly line; thence N88°35'05"W 345.02 feet along a line which is parallel with the Southerly Right of Way line of 100th Street to the Westerly property line; thence N00°50'45"E 17.00 feet along said property line to the Point of Beginning. Contains 5,720 Square Feet M/L and is subject to easements and restrictions of record.

b. MGK Family Farms, **4302 100th Street**, Section 36, Gaines Township

Deputy Managing Director Harrall stated MGK Family Farms at 4302 100th Street have agreed to provide a drainage easement to accommodate our all-season reconstruction of 100th Street (East Paris Avenue - Patterson Avenue). The drainage easement is 7 ft. x 423 ft. (2,961 sft.) valued at \$0.21/sft and \$929 for landscaping totaling \$1,550 in just compensation.

Easement Description:

A Drainage Easement, the boundary of which is described as: Commencing at the Northwest Corner of Section 36, T05N, R11W Gaines Township, Kent County, MI; thence S88°28'36"E 1,989.02 feet along the North line of said Section 36; thence S00°55'12"W 33.00 feet to the Southerly Right of Way line of 100th Street and the Point of Beginning; thence S88°28'36"E 422.98 feet along the existing South Right of Way line of 100th Street to the Easterly property line; thence S00°55'39"W 7.00 feet along said property line; thence N88°28'36"W 422.98 feet along a line which is parallel with the Southerly Right of Way line of 100th Street; thence N00°55'12"E 7.00 feet along the Westerly property line to the Point of Beginning. Contains 2,961 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, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #7 Category A Grant Application

Managing Director Warren requested authorization from the Board to adopt a resolution supporting a Category A grant application.

Deputy Managing Director Harrall stated staff is preparing a grant application to the Michigan Department of Economic Development for Category A funds to reconstruct Clyde Park Avenue (108th Street - 100th Street) related to the Kent County DPW Sustainable Office Park. At this time, road construction is anticipated to begin in 2023. The state requires Category A grants to be awarded to an Act 51 agency. Therefore, KCRC will apply for the grant and manage the improvement project; DPW will fund the required local match.

Commissioner VerHeulen offered the following resolution in reference to the resolution for a grant application under the Transportation Economic Development Fund – Category A.

**Resolution
For a Grant Application under the
Transportation Economic Development Fund – Category A**

WHEREAS, the Kent County Bioenergy Facility and Anaergia Inc. are expanding operations in Byron Township, and

WHEREAS, Act 51 of the Public Acts of 1951, as amended, created the Transportation Economic Development Fund (TEDF) program that provides grants for improvements to enhance roadway access for new and expanding employment centers, and

WHEREAS, Clyde Park Avenue between **100th Street** and **108th Street** requires improvements to accommodate increased traffic generated by the new construction proposed by the Kent County Bioenergy Facility and Anaergia Inc., and

WHEREAS, the total estimated costs of engineering, right-of-way acquisition, and construction for this project is \$5,750,000.00, which includes costs for improvements on 14th Street in Allegan County, and

WHEREAS, the Kent County Bioenergy Facility and Anaergia Inc. have committed to provide a thirty five percent or greater ‘Local Match’ of \$5,750,000.00 for the project.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Road Commission authorizes the application for a grant of \$5,750,000.00 to the Michigan Department of Transportation for the improvement of Clyde Park Avenue, between **100th Street** and **108th Street**, under the TEDF – Category A program.

Moved by Commissioner VerHeulen, seconded by Commissioner Morren that the Board **adopts the resolution** for a **grant application under the Transportation Economic Development Fund – Category A**, as recommended by staff.

Motion carried by the following votes:

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

Nays: 0.

Item #8 **Preliminary Street Approval**

Managing Director Warren requested authorization for preliminary street approval within the Range at Alpine Condominium, Section 26, Alpine Township.

Deputy Managing Director Harrall stated Phase II of The Range at Alpine development (Alpine Church Street west of Alpine Avenue) includes 32 single residential condominiums and 13 duplexes to be accessed by a private street. There are four public streets

proposed in the development: Ellerston, Interlachen, Bethpage, and Augusta Drives. The developer is also proposing a future public road easement (66 ft. x 133 ft.) at the north boundary.

The Board approved Phase I of this mixed-use development on July 23, 2022. As was discussed, the developer will widen Alpine Church Street to provide a center-turn lane to Alpine Avenue (M-37) and install a traffic signal at this location.

Moved by Commissioner Janes, seconded by Commissioner VerHeulen that the Board authorizes the **preliminary street approval of Ellerston Drive Extension, Augusta Drive, Bethpage Drive and Interlachen Drive, within the Range at Alpine Condominium, Section 26, Alpine 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. Proprietor shall obtain the required permits for stormwater site development and provide copies to KCRC staff.
6. 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.

7. 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.
8. Proprietor shall coordinate with the United States Post Office for the location of mailbox(es) and shall provide written confirmation from the local postmaster or station master confirming that customer mail delivery requirements conform to their requirements and conform to KCRC requirements as directed by the County Highway Engineer.
9. Community or Cluster mailboxes shall not be located in the public highway right of way and shall be located such as not to impact vehicle traffic operations of the public highway(s) in the vicinity of the project as determined by the County Highway Engineer.
10. Proprietor shall provide a 10' maintenance strip deeded to the Kent County Road Commission at the end of Augusta Drive, Bethpage Drive, and 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 Drive.
11. 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).
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 Street for proposed Interlachen Drive, and shall provide such additional fee simple title land, or platted 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 as agreed to with the Deputy Managing Director of Engineering.

15. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public streets.
16. Condominium master deed must be submitted for Commission staff review and comment for conformance to KCRC specifications.

Motion carried by the following votes:

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

Nays: 0.

Item #9 Out of State Travel

Managing Director Warren requested authorization for one staff (Director of Traffic and Safety Tim Haagsma) to attend the National Committee on Uniform Traffic Control Devices (NCUTCD) annual meeting in Arlington, VA, January 11-13, 2023, with partial expenses paid by NACE.

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, Janes, Medema, Morren, and VerHeulen — 5.

Nays: 0.

Item #10 Award of Bids

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

- a. **Bid #23-EQU-08:** Harley Rake Attachment

Staff recommends awarding Bid #23-EQU-08 for a Harley Rake Skid Steer Attachment to **Michigan CAT**, under Sourcewell Contract #032119-CAT, at a total cost of **\$13,990**.

b. **Bid #23-EQU-09:** John Deere Gator Side by Side

Staff recommends awarding Bid #23-EQU-09 for a John Deere Gator Side-By-Side to **Hutson's, Inc.**, under MiDeal Contract # 071B7700085, at a total cost of **\$28,788.89**.

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

Nays: 0.

Comments

➤ Managing Director Warren presented two thank you notes. The first was from Representative Tom Albert thanking KCRC for the addition of a turn lane at Lincoln Lake Avenue and Burroughs Street, and the second was from Denise Davis thanking Jacob Byrne for taking care of a problem on the side of the road near her mailbox. She stated Jacob was professional, extremely friendly, and helpful.

➤ Managing Director Warren stated the subcommittee for the new Central Complex met two weeks ago regarding supply chain issues and air handling units. KCRC has been told there is a 20-week delivery time for the air handler. Hopefully this is the last of the significant chain supply issues.

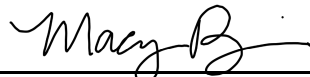
➤ Managing Director Warren stated the base paving is done on Phase II at the new Central Complex and is now accessible. KCRC will be reaching out to those interested in taking a tour.

➤ Deputy Managing Director Byrne stated the 2022 APWA Midwest Michigan Snowplow Roadeo first-place winners were: Individual - Brad O'Brien from the Southwest Complex and Team - Southwest Complex (Brad O'Brien and Jon Hamby)

➤ Deputy Managing Director Byrne stated beginning November 1, MDOT will begin a Safety Service Patrol, which is a new traffic safety service in Kent County.

There being no further business to come before the Board, Chair Rambo adjourned the meeting at 8:57 a.m.

Respectfully submitted,



Macy Barcheski, Secretary