

1900 4 Mile Road, NW
Walker, Michigan 49544

August 8, 2023

The Board of County Road Commissioners of the County of Kent met in the Road Commission office at 1900 4 Mile Road, NW, Walker, MI.

The regular meeting was called to order by Commissioner Rob VerHeulen, Chair, at 8:00 a.m.

Present: Commissioners Cynthia Janes, Roger Morgan, and Rob VerHeulen, Managing Director Steve Warren, Director of Finance Macy Barcheski, and Executive Secretary Karen Luneke

Absent: Commissioners Dave Medema and David Morren

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 Human Resources Mike Dennis, Assistant Director of Finance Mario Guerra, Right-of-Way Office Manager L. R. Cole, Communications Manager Maura Lamoreaux, and Plat Engineer Darren Vink

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 25, 2023.

Moved by Commissioner Janes, seconded by Commissioner Morgan that the **minutes be approved.**

Motion carried by the following vote:

Yeas: Commissioners Janes, Morgan, and VerHeulen — 3.

Nays: 0.

Item #4 Disbursements and Cash Balances

The disbursements for the check run dated August 4, 2023, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$39,584.57 in overtime.

The construction estimates for this period are as follows:

Contractor	Project	Amount
Brenner Excavating	10 Mile Rd. - Pine Island Dr. to Algoma Ave. estimate #8	389,984.68
Dean's Landscaping & Excavating	Northland Dr. - 18 Mile Rd. to Cedar Springs Ave. estimate #1	112,917.01
Michigan Paving & Materials	Courtland Twp local road program estimate #3 and FINAL	3,468.73
	Northern primary roads - spot mill and fill estimate #2	321,377.82
Rieth-Riley Construction	Settlewood Dr. and Parnell Ave. estimate #1	431,079.27
	Reeds Lake Blvd. - Hall St. to Manhattan Rd. estimate #2	6,861.86
Total		\$1,265,689.37

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of August 4, 2023, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	\$47,123,354
Current Expenditures	\$536,108
Project-to-Date Expenditures	\$15,362,614
Estimated Remaining Cost	\$31,760,740

Director Barcheski stated the General Fund has \$23,095,029.76 remaining after approval of disbursements. Of that amount, \$16,268,548.28 is unavailable operating funds, leaving \$6,826,481.48 in total available operating funds.

Moved by Commissioner Morgan, seconded by Commissioner Janes that **Payroll of \$883,238.38, Construction Estimates of \$1,265,689.37, New Central Complex Expenditures of \$536,108.45, Accounts Payables of \$2,026,668.68, and Cash Balances**

and Investments for the check run dated August 4, 2023, are approved by the Board, and warrants ordered drawn for the same.

Motion carried by the following vote:

Yeas: Commissioners Janes, Morgan, and VerHeulen — 3.

Nays: 0.

Item #5 June 2023 Michigan Transportation Fund

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenues that were collected in June 2023 and received in August 2023. She stated the funds received were \$5,285,862, a variance of \$63,413 more than what was budgeted. To date, receipts are up 5.6 percent over this time last year.

The report was received for information.

Item #6 Resolution to Complete Sale of 1500 Scribner Avenue, NW

Managing Director Warren requested authorization for a resolution to complete the sale of 1500 Scribner Avenue, NW.

This resolution authorizes the Managing Director to execute documents related to the sale of the 1500 Scribner Avenue property to the City of Grand Rapids. The closing is tentatively scheduled for September 21, 2023.

Commissioner Janes offered the following resolution with reference to execution of the sale of 1500 Scribner Avenue, NW.

**Resolution for the
Sale of 1500 Scribner Avenue, NW
Grand Rapids, MI 49504**

WHEREAS:

1. The Board of County Road Commissioners of the County of Kent (the “Road Commission”) and the City of Grand Rapids (the “City”) have entered into an Option Agreement to Purchase Real Estate dated February 13, 2020, as amended by the First Amendment to

Option Agreement to Purchase Real Estate dated August 21, 2020, and as further amended by the Second Amendment to Option Agreement to Purchase Real Estate dated July 21, 2021 (together, the "Option Agreement") related to real property at and near 1500 Scribner Avenue, N.W. in the City of Grand Rapids, Michigan, as more fully described in the Option Agreement (the "Property").

2. The City has exercised its option to purchase the Property.

3. The City and the Road Commission desire to consummate the purchase and sale of the Property in accordance with the Option Agreement.

RESOLVED:

1. That the Road Commission hereby ratifies and affirms the Option Agreement.

2. That the Managing Director of the Road Commission is hereby authorized and directed by and on behalf of the Road Commission to (a) negotiate, execute and deliver any and all documents, instruments, agreements, affidavits, and statements that may be necessary or convenient for the consummation of the sale of the Property in furtherance of the Option Agreement; and (b) to incur reasonable and customary charges and expenses, and to make payments for reasonable and customary services relating to the consummation of the sale of the Property, including but not limited to, premiums for title insurance policies, closing fees charged by title insurance companies and agencies, recording fees, banking charges, and legal fees.

3. That all resolutions and parts of resolutions in conflict with the foregoing resolutions shall be, and the same are, rescinded.

Moved by Commissioner Janes, seconded by Commissioner Morgan that Steve Warren, Managing Director, is **authorized to sign and execute the closing of the sale of 1500 Scribner Avenue, NW, Grand Rapids, MI 49504.**

Motion carried by the following vote:

Yeas: Commissioners Janes, Morgan, and VerHeulen — 3.

Nays: 0.

Item #7 Purchase Right-of-Way

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

Project: 84th Street Reconstruction –
 East Paris Avenue to Patterson Avenue
Location: 4470 84th Street SE, Section 24, Gaines Township
Property Owner: Kathy Christensen
Purchase: Highway Easement 17 ft. x 189.2 ft. (3,215 sft.)
 valued @ \$0.80/sft.
Total compensation: \$2,580 (rounded)

This additional right-of-way is within our 84th Street reconstruction project scheduled for 2024 that was recently bid through MDOT.

Easement Description

Commencing at the North 1/4 Corner of Section 24, T05N, R11W Gaines Township, Kent County, MI.; thence S88°03'12"E 485.20 feet along the North line of said Section 24; thence S01°50'38"W 33.00 feet to the Southerly Right-of-Way line of 84th Street and the Point of Beginning; thence S01°50'38"W 17.00 feet along the Easterly property line; thence N88°03'12"W 189.03 feet along a line which is parallel with the existing Southerly Right-of-Way line to the Westerly property line; thence N00°44'14"E 17.00 feet along said West property line; thence S88°03'12"E 189.36 feet along the existing North Right-of-Way line of 84th Street to the Point of Beginning. Contains 3,215 Square Feet M/L and is subject to easements and restrictions of record.

Moved by Commissioner Morgan, seconded by Commissioner Janes that the Board authorizes the **purchase of right-of-way from Kathy Christensen, 4470 84th Street SE, Section 24, Gaines Township**, as recommended by staff.

Motion carried by the following vote:

Yeas: Commissioners Janes, Morgan, and VerHeulen — 3.

Nays: 0.

Item #8 Award of Bids

Managing Director Warren requested authorization to award bids received for **Contract #23-63: Pavement Preservation Oil Treatments.**

Staff recommends awarding Contract #23-65: Pavement Preservation Oil Treatments to **Pavement Technology, Inc.** and **Gee Asphalt Systems, Inc.**, contracting in the best interest of the Road Commission and taking into consideration:

- Cost per square yard for the requested service
- Availability of the type of equipment needed upon request from the Maintenance Division
- Ability of the contractor to respond in a timely manner at the time of need
- Project Location and/or Mobilization costs

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

Motion carried by the following vote:

Yeas: Commissioners Janes, Morgan, and VerHeulen — 3.

Nays: 0.

Item #9 Comments

➤ Managing Director Warren stated Employee Service Awards will be presented at the Complexes the week of September 25, 2023, at 7 a.m.

➤ Right-of-Way Manager Cole stated KCRC is closing on the northeast corner property of 4 Mile Road and Walker Avenue today. The property on the southeast corner is moving through due diligence and environmental testing. The realignment of the intersection is scheduled to begin next spring.

➤ Director of Human Resources Dennis stated the Summerfest Picnic is being held at Douglas Walker Park on Thursday, August 10, 2023, beginning at 5:30 p.m.

There being no further business to come before the Board, Chair VerHeulen adjourned the meeting at 8:23 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Macy Barcheski". The signature is written in black ink and is positioned above a horizontal line.

Macy Barcheski, Secretary