

1900 4 Mile Road, NW
Walker, Michigan 49544

July 25, 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, Dave Medema, Roger Morgan, David Morren, and Rob 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 Human Resources Mike Dennis, Assistant Director of Maintenance Steve Roon, Assistant Director of Traffic and Safety Shirley Wollner, Assistant Director of Finance Mario Guerra, IT Manager Tim Care, Right-of-Way Office Manager L. R. Cole, Communications Manager Maura Lamoreaux, Project Engineer Erik Easterly, Plat Engineer Darren Vink, Purchasing Manager Andrew Nordstrom, Accountant Vanessa Culver, Superintendent Bill Byrne, Assistant Design Engineer Carrie Breen, Engineer Tech Amy Koets, Engineer Tech Mike Steenwyk, Jennifer Byle, Jan Byle, and Tom Byle.

Item #2 Public Comment

There was no public comment.

Item #3 Retirement of Tom Byle

Managing Director Warren stated Tom Byle, Assistant Director of Engineering, is retiring after fifty-one years of service. Deputy Managing Director Byrne stated that Tom has a wealth knowledge about Kent County and many other things. Tom is very well respected by

his employees and the community. He is the “go-to-guy” for any problems or needed solutions. When there was an issue with surges in the tanker truck when deicing, Tom came up with the idea of adding large whiffle balls in the tank to stop the surges, and it worked!

Deputy Managing Director Harrall stated Tom came up with many innovations such as having informational meetings with property owners on projects before public hearings. This has been a game changer. Tom was the engineer for many large projects including Patterson Avenue and the 36th Street extension. When the Ada, Fallasburg and Whites Covered Bridges were destroyed by fire, Tom took charge and was head of the restorations. Later in his career, he was asked by the Kent County Parks Department to be the engineer designing and managing the building of trails throughout Kent County and neighboring counties as well. Again, Tom came up with many innovative ideas to make things work and at the same time, make property owners happy. This is not an easy task.

Tom was presented with many gifts including a plaque, retiree license plate, and a certificate from the Board.

Chair VerHeulen stated he was on the Zoning Board for the City of Walker with Tom and then worked with him when he was the Mayor and he stated he was grateful for Tom’s friendship, mentoring and sharing of opinions (not always agreeing!).

Tom said he was grateful for the medical insurance KCRC has for their employees, especially considering his recent medical bills.

Commissioner Morren stated he worked with Tom on the Retirement Committee, which manages the retirement plan for employees. He stated Tom would have handwritten spreadsheets at the meetings and was always standing up for the best interest of KCRC employees.

Commissioner Medema thanked Jan Byle for being such an excellent caregiver to Tom and expressed gratitude for how much Tom inspired his own recovery. Tom stated that

Jan is an absolute saint, as well as his daughter Jennifer. Tom thanked the Board and is looking forward to moving on in his retirement. The Board wished Tom the best of luck and stated he will be missed.

Item #4 Approval of Minutes

The Board discussed minutes of the Board meeting held Tuesday, July 11, 2023.

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

Motion carried by the following vote:

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

Nays: 0.

Item #5 Disbursements and Cash Balances

The disbursements for the check run dated July 21, 2023, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$33,295.86 in overtime.

The construction estimates for this period are as follows:

Contractor	Project	Amount
Black Gold Holdings, LLC	Byron Twp local road program estimate #3	122,810.80
Brenner Excavating	10 Mile Rd. - Pine Island Dr. to Algoma Ave. estimate #7	77,017.76
Michigan Paving & Materials	Northern primary roads - spot mill and fill estimate #1	306,180.14
Rieth-Riley Construction	Eastern Ave. - 76th St. to 68th St. estimate #3	23,398.10
	Byron Twp local road program estimate #4	605,572.37
	Grand River Dr. and Buttrick Ave. estimate #2 and #3	919,513.68
Total		\$ 2,054,492.85

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of July 21, 2023, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	\$47,123,354
Current Expenditures	\$646,985
Project-to-Date Expenditures	\$15,358,394
Estimated Remaining Cost	\$31,764,960

Director Barcheski stated the General Fund has \$27,629,216.01 remaining after approval of disbursements. Of that amount, \$16,702,654.73 is unavailable operating funds, leaving \$10,926,561.28 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Janes that **Payroll of \$864,636.03, Construction Estimates of \$2,054,492.85, New Central Complex Expenditures of \$646,984.93, Accounts Payables of \$2,952,796.10, and Cash Balances and Investments for the check run dated July 21, 2023, are approved by the Board, and warrants ordered drawn for the same.**

Motion carried by the following vote:

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

Nays: 0.

Item #6 Award of Bids

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

- a. **Contract #23-64:** Catch Basin & Storm Water Pipe Stabilization Services
- Staff recommends awarding Contract #23-63 Catch Basin and Storm Water Pipe

Stabilization Services to **Havener Tech, LLC**, under MITN Purchasing Cooperative's Contract #ITB-FH-18-19-207, at a one-year estimated cost of **\$100,000**.

b. **Contract #23-65:** TRASUTRA Ultra-Thin Pavement Preservation Treatment

Staff recommends awarding Contract #23-65: TRASUTRA Treatment to **Michigan Paving & Materials, Co.**, the sole source provider of the application, at an estimated one-year cost of **\$75,000**, and at a rate of **\$4.95 per square yard**.

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

Motion carried by the following vote:

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

Nays: 0.

Item #7 **CRA 2024 Legislative Priorities**

Managing Director Warren stated the County Road Association of Michigan's 2024 Legislative Priorities process is statewide and concludes March 2024. The Board discussed some of these priorities.

Item #8 **Comments**

➤ Managing Director Warren stated KCRC driver JC Hagenah was in an accident on M-44. JC's evasive action saved the life of a woman in a small car. Deputy Managing Director Byrne stated JC was paying attention and was fully aware of the situation. Everyone was very fortunate.

➤ Managing Director Warren stated OAK put together a video of the grand opening of the new Central Complex. The video was shown to the Board.

➤ Deputy Managing Director Harrall stated the roundabout at Kalamazoo Avenue and 84th Street is anticipated to be complete by the end of this week.

Chair VerHeulen stated there is no further business to come before the Board.

Moved by Commissioner Medema, seconded by Commissioner Janes to adjourn the Board meeting 9:03 a.m.

Motion carried by the following vote:

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

Nays: 0.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Macy B", is written over a solid horizontal line.

Macy Barcheski, Secretary