

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

March 28, 2023

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 Rob VerHeulen, Chair, at 8:01 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 Building and Equipment Steve Roose, Director of Human Resources Mike Dennis, Assistant Director of Maintenance Steve Roon, Assistant Director of Finance Mario Guerra, IT Manager Tim Care, Communications Manager Maura Lamoreaux, Right-of-Way Office Manager L. R. Cole, Project Engineer Erik Easterly, and Tim Marcus from OAK.

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, March 14, 2023.

Moved by Commissioner Janes, 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 #4 Disbursements and Cash Balances

The disbursements for the check run dated March 17, 2023, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$53,693.67 in overtime.

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of March 28, 2023, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	\$47,123,354
Current Expenditures	\$658,073
Project-to-Date Expenditures	\$14,132,757
Estimated Remaining Cost	\$32,990,596

Director Barcheski stated the General Fund has \$28,872,100.50 remaining after approval of disbursements. Of that amount, \$8,939,477.50 is unavailable operating funds, leaving \$19,932,623.00 in total available operating funds.

Moved by Commissioner Medema, seconded by Commissioner Morgan that **Payroll of \$833,079.88, Construction Estimates of \$0.00, New Central Complex Expenditures of \$658,073.46, Accounts Payables of \$1,509,192.02, and Cash Balances and Investments for the check run dated March 17, 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 #5 Provider Agreement for ARPA Project Funding

Managing Director Warren requested authorization to sign and execute the Provider Agreement for ARPA Project Funding with the County of Kent. In 2023, KCRC plans to use approximately \$6.5M of the awarded \$8.5M in ARPA funding to complete nearly \$13M in road projects.

Moved by Commissioner Janes, seconded by Commissioner Medema to **sign and execute the Provider Agreement for ARPA Project Funding with the County of Kent**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #6 Purchase of Right-Of-Way

Managing Director Warren requested authorization to purchase the following right-of-way for the **10 Mile Road reconstruction project** from Pine Island Drive to Algoma Avenue.

a. Property Owners	Glen and Robin DeVries
Address	1307 10 Mile Road NE
Drainage Easement	\$2,600 (4182 sft. @ \$0.62/sft.)
Grading Permit	\$327
Total compensation	\$2,927

Easement Description

Commencing at the South 1/4 Corner of Section 32, T09N, R11W, Algoma Township, Kent County, MI.; thence along the South Line of said Section thence S89°38'57"E 945.38 feet; thence N00°41'56"E 33.00 feet to the existing Northerly Right-of-Way line of 10 Mile Road and the Point of Beginning; thence N89°38'57"W 418.20 feet along the existing North Right of Way line of 10 Mile Road; thence N00°21'03"E 10.00 feet; along the West property line; thence S89°38'57"E 418.26 feet along a line which is parallel with the Northerly Right-of-Way line of 10 Mile Road to the Easterly property line; thence S00°41'56"W 10.00 feet along said property line to the Point of Beginning. Contains 4,182 Square Feet M/L and is subject to easements and restrictions of record.

b. Property Owner	Robert A. Hart
Address	1545 10 Mile Road NE
Drainage Easement	\$1,065 (1715 sft. @ \$0.62/sft.)
Grading Permit	\$150
Total compensation	\$1,215

Easement Description

Commencing at the Southeast Corner of Section 32, T09N, R11W Algoma Township, Kent County, MI.; thence N89°38'57"W 120.00 feet along the South Section line; thence N00°47'48"E 33.00 feet to the existing Northerly Right-of-Way line of 10 Mile Road and the Point of Beginning; thence N89°38'57"W 245.00 feet along the existing North Right-of-Way line of 10 Mile Road; thence N00°47'48"E 7.00 feet along the Westerly property line; thence S89°38'57"E 245.00 feet along a line which is parallel with the Northerly Right-of-Way line of 10 Mile Road to the Easterly property line; thence S00°47'48"W 7.00 feet along said property line to the Point of Beginning. Contains 1,715 Square Feet M/L and is subject to easements and restrictions of record.

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

Nays: 0.

Item #7 Sign and Execute Agreement

Managing Director Warren requested authorization to sign and execute the contract agreement with the Michigan Department of Transportation for the 84th Street at Kalamazoo Avenue Roundabout Safety Improvement Project.

Project Type:	Safety Improvement
Estimated Cost	\$1,172,200
Federal Funds	\$600,000 Safety Funds, \$325,251 Carbon Reduction Funds
Local match	\$246,949 KCRC

Commissioner Medema offered the following resolution with reference to execution of the Agreement between the Board of County Road Commissioners of the County

of Kent and the Michigan Department of Transportation for a roundabout at 84th Street and Kalamazoo Avenue.

**Resolution for
Roundabout at
84th Street and Kalamazoo Avenue
Contract #23-5075**

WHEREAS, Federal Funds are available for a roundabout at 84th Street and Kalamazoo Avenue, and

WHEREAS, the Road Commission must enter into an Agreement with the Michigan Department of Transportation to receive Federal and State Funds, and

WHEREAS, the conditions of the Agreement have been reviewed by the Board of County Road Commissioners of the County of Kent, Michigan.

NOW, THEREFORE, BE IT RESOLVED, that Robert VerHeulen, Chair of the Board of the Kent County Road Commissioners of the County of Kent, Michigan, and Steven A. Warren, Managing Director are hereby authorized to execute said Agreement for and on behalf of the Board.

Moved by Commissioner Medema and supported by Commissioner Morren that the Board **adopt the resolution and sign and execute the Agreement for a roundabout at 84th Street and Kalamazoo Avenue with Federal Funds.**

Motion carried by the following vote:

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

Nays: 0.

Item #8 **Excess Right-of-Way**

Managing Director Warren requested that the Board authorize the sale of excess right-of-way.

Property Owners Zachariah and Lindsey Oaster
Address 16088 Kenowa Avenue
Sale Price \$1,225 (1460 sft. @ \$0.84/sft.)

Deputy Managing Director Harrall stated the Oaster family recently installed a new well, which was mistakenly located in the public right of way. Based upon the design of the road with valley gutter drainage, and the fact that future widening of this corridor is not anticipated, staff is comfortable reducing the right of way width from 50 ft. to 40 ft. The property owners are agreeable to provide a “perpetual grading easement” up to 50 ft. should additional grading work be necessary. Future utilities would be provided within this 10-ft. area by easement.

Moved by Commissioner Medema, seconded by Commissioner Morgan that the Board has **authorized the sale of excess right-of-way at 16088 Kenowa Avenue**, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Award of Bids

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

- a. **Contract #23-24:** Herbicide Spraying Services
FY23 requirements with a one-year renewal option, as needed

Staff recommends awarding Contract #23-24 Herbicide Spraying Services to **The Dalton’s Inc.**, the lowest responsible and responsive bidder, at a cost of **\$.045 per square foot**.

- b. **Contract #23-27:** Preservation Road Treatments
2023 requirements with a one-year renewal option, as needed

Staff recommends awarding Contract #23-27: Preservation Road Treatments to **Strawser Construction Inc.**, the lowest responsible and responsive bidder, as detailed on the bid tabulation.

c. **Contract #23-31: Southwest Complex Caulking Services**

Staff recommends awarding Contract #23-31 Southwest Complex Caulking Services to **DC Byers Company**, the lowest responsive and responsible bidder, at a total cost of **\$62,350**.

d. **Contract #23-32: Courtland Township Local Roads Program**

Staff recommends awarding Contract #23-32 Courtland Township Local Roads Program to **Michigan Paving & Materials, Co.**, the lowest responsible and responsive bidder, for a total cost of **\$271,547.60**, which is **.71% above** the estimated cost.

e. **Contract #23-33: Cannon and Courtland Townships Local Roads Program**

Staff recommends awarding Contract #23-33 Cannon & Courtland Townships Local Roads Program to **Michigan Paving & Materials, Co.**, the lowest responsible and responsive bidder, for a total cost of **\$450,841**, which is **17.16% below** the estimated cost.

f. **Contract #23-36: Removal of Central Complex's Fuel Tanks**

Staff recommends awarding Contract #23-36 Removal of Central Complex's Fuel Tanks to **Rohr Gasoline Equipment, Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$46,194.50**.

g. **Contract #23-38: Wabasis Avenue - 15 Mile Road to McClain Street, Furnish and Haul Granular Material, Class II**

Staff recommends awarding Contract #23-38 Wabasis Avenue, Class II to **Mar Jo Construction Services Inc.**, the lowest responsible and responsive bidder, for a per ton cost of **\$6.12**, and a total cost of **\$6,120**.

h. **Contract #23-39: Wabasis Avenue - 15 Mile Road to McClain Street, Furnish and Haul 22A Aggregate**

Staff recommends awarding Contract #23-39 Wabasis Avenue, 22A Aggregate to **Mar Jo Construction Services Inc.**, the lowest responsible and responsive bidder, for a per ton cost of **\$14.75**, and a total cost of **\$56,050**.

- i. **Contract #23-40:** Wabasis Avenue - 15 Mile Road to McClain Street, HMA Paving

Staff recommends awarding Contract #23-40 Wabasis Avenue HMA Paving to **Rieth-Riley Construction Co., Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$180,502.75**, which is **6.02% above** the estimated cost.

- j. **Bid #23-EQU-25:** Single and/or Tandem Axle Cabs and Chassis

Staff recommends awarding Bid #23-EQU-25 to purchase up to 8 Single and/or Tandem Axle Cabs and Chassis to **JX Truck Center**, under Sourcewell contract #060920-PMC, for a per unit cost of **\$172,903.59 and/or \$192,857.48**, at an **estimated total cost of \$1,423,136.50**. Funds allocated for the purchase will be under the FY24 budget.

- k. **Bid #23-MNT-12:** A1, 4 x 8, 21AA, 22A, and 23A Limestone for Stockpiling 2023 Requirements, As Needed

Staff recommends awarding Bid #23-MNT-12: A1, 4x8, 21AA, 22A, and 23A Limestone for Stockpiling to **Yellow Rose Transport and Verplank Trucking Company**.

At the time of demand, the source(s) selected to purchase the material will be based on following criteria:

- Cost
- Type of Material
- Location
- Availability

- l. **Bid #23-MNT-13:** H1 Limestone Aggregate and CS-T Trap Rock for Stockpiling - 2023 requirements, as needed

Staff recommends awarding Bid #23-MNT-13: H1 Limestone Aggregate and CS-T Trap Rock for Stockpiling to **Yellow Rose Transport and Verplank Trucking Company**.

At the time of demand, the source(s) selected to purchase the material will be based on following criteria:

- Cost
- Type of Material
- Location
- Availability

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

Nays: 0.

Item #12 **Comments**

➤ Managing Director Warren stated that James Porritt, former Managing Director, has passed away. Mr. Porritt had the vision of consolidating the many maintenance garages into Central, North and South Complexes, among many other notable contributions.

➤ Managing Director Warren stated the Michigan County Road Association 2023 Conference was successful. Chair VerHeulen stated he was impressed with the respect KCRC has from the community. Commissioner Medema commented that Mr. Warren had received a Lifetime Achievement award from CRA. Commissioner Janes stated that it was well deserved.

➤ Managing Director Warren stated the air handler units have begun moving into the new Central Complex. Mr. Warren invited the commissioners on a tour after the Board meeting on April 25, 2023.

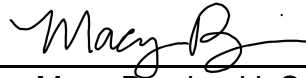
➤ Managing Director Warren stated the new Central Complex 2-day open house and dedication will be held the second week in July. There will be a ceremony by invitation after the Board meeting and an employee and family open house later in the afternoon

the first day. OAK will assist with the employee open house with grilling. The second day will be an open house for the public.

➤ Managing Director Warren reported that after 34+ years, he is retiring from KCRC at the end of September.

There being no further business to come before the Board, Chair VerHeulen adjourned the meeting at 8:35 a.m.

Respectfully submitted,



Macy Barcheski, Secretary