

1500 Scribner Avenue, NW

Grand Rapids, MI 49504

May 9, 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 8:00 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 Building and Equipment Steve Roose, Director of Human Resources Mike Dennis, Assistant Director of Traffic and Safety Shirley Wollner, Purchasing Manager Andrew Nordstrom, IT Manager Tim Care, Right-of-Way Office Manager L. R. Cole, Communications Manager Maura Lamoreaux, Project Manager 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 held Tuesday, April 25, 2023, and Public Hearing held Wednesday, April 26, 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 April 28, 2023, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$19,092.70 in overtime.

The construction estimates for this period are as follows:

Contractor	Project	Amount
Brenner Excavating	10 Mile Road – Pine Island Drive to Algoma Avenue (estimate #1)	252,569.59
Dean’s Landscaping & Excavating	Cascade Road Trail (estimate #1)	51,375.00
Total		\$303,944.59

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of May 9, 2023, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	\$47,123,354
Current Expenditures	\$28,283
Project-to-Date Expenditures	\$14,282,002
Estimated Remaining Cost	\$32,841,351

Director Barcheski stated the General Fund has \$32,940,286.76 remaining after approval of disbursements. Of that amount, \$8,582,259.50 is unavailable operating funds, leaving \$24,358,027.26 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Medema that **Payroll of \$791,938.89, Construction Estimates of \$303,944.59, New Central Complex Expenditures of \$28,282.71, Accounts Payables of \$1,359,363.09, and Cash Balances and Investments for the check run dated April 28, 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 March 2023 Michigan Transportation Fund

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenues that were collected in March 2023 and received in May 2023. She stated the funds received were \$5,144,833, a variance of \$53,465 less than what was budgeted. To date, receipts are up 3.8 percent over this time last year.

The report was received for information.

Item #6 April 2023 Financial Statements

Director of Finance Barcheski reviewed for the Board the April 2023 Financial Statements.

The report was received for information.

Item #7 Board Action on Public Hearing

Deputy Managing Director Harrall stated a public hearing was held on Wednesday, April 26, 2023, at Plainfield Charter Township to consider the petition to redesignate Packer Drive as a Natural Beauty Road between Las Vegas Drive and VanDam Drive.

Director Harrall stated staff does not recommend reinstating the Natural Beauty Road designation based upon the results of the public hearing and the fact that Plainfield Charter Township is planning to construct a non-motorized trail along the corridor.

During the public hearing, several residents expressed concern about safe travel along this route and the lack of guardrail. KCRC will be installing guardrail along Packer Drive. Guardrail can be installed regardless of NBR designation.

Moved by Commissioner Medema, seconded by Commission Morren that the **Board denies the petition to redesignate Packer Drive as a Natural Beauty Road** between Las Vegas Drive and VanDam Drive as presented at the Public Hearing, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #8 Sign and Execute Title Sheet

Deputy Managing Director Harrall requested that the Board sign and execute the title sheet for the 60th Street between Eastern Avenue and Kalamazoo Avenue pavement replacement project.

Improvement	Full depth mill / resurface, restripe 4 to 3 lanes
Year	2024
Estimated Cost	\$1,100,000
State EDC Funds	\$ 880,000
Local Match	\$ 220,000

Moved by Commissioner Janes and supported by Commissioner Morgan that the Board is **authorized to sign and execute the title sheet for the 60th Street** between Eastern Avenue and Kalamazoo Avenue pavement replacement project, as recommended by staff.

Motion carried by the following vote:

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

Nays: 0.

Item #9 Reimbursement of Engineering Costs

Deputy Managing Director Harrall stated that in accordance with Section 12(2) of Act 51, as amended, Kent County Road Commission is eligible for reimbursement of up to

\$10,000.00 for Licensed Professional Engineer Services incurred during the period of July 1, 2022, through June 30, 2023.

Commissioner Medema offered the following resolution in regard to reimbursement of engineering costs:

**Resolution for
Reimbursement of Engineering Costs**

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Road Commissioners of Kent County does hereby request reimbursement in the amount of \$10,000.00 (not to exceed \$10,000.00) for payments made during the period of July 1, 2022, through June 30, 2023, to licensed professional engineers employed or retained by this Commission in accordance with the following:

Section 12(2) of Act 51, as amended.

“Each County Road Commission shall be reimbursed in an amount up to \$10,000.00 per year for the sum paid to a licensed professional engineer employed or retained by the County Road Commission certified by the State Transportation Department as complying with the subsection regarding the employment of an engineer.”

Moved by Commissioner Medema and seconded by Commissioner Morgan that the **resolution is adopted, and the reimbursement requested**, as recommended by staff.

Motion carried by the following votes:

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

Nays: 0.

Item #10 Award of Bids

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

- a. **Contract #23-51:** Oakfield #9 Culvert Replacement
Morgan Mills over Wabasis Creek

Staff recommends awarding Contract #23-51: Oakfield #9 Culvert Replacement to **Davis Construction Inc.**, the lowest responsible and responsive bidder, for a total cost of **\$495,356.01**, which is **12.58% above** the estimated cost.

- b. **Contract #23-54:** Spencer Township Minor Construction
Furnish and Haul 22A Limestone/Slag Gradation

Staff recommends awarding Contract #23-54: Spencer Twp, 22A Limestone/Slag Gradation to **Yellow Rose Transport**, the lowest responsible and responsive bidder, for a per ton cost of **\$27.50**, and a total cost of **\$264,550**.

- c. **Contract #23-56:** Pipe Lining Services
Trenchless Culvert Rehabilitation and Drainage Restoration Services
until March 2025 with additional two, one-year renewal options

Staff recommends awarding Contract #23-56: Pipe Lining Services to **Corby Energy Services, Inc.** and **SAK Construction, LLC**, under OMNIA Partners purchasing cooperative's Contract #'s R220402 & R220401, with an estimated expenditure of \$250,000.

- d. **Bid #23-EQU-26:** Grader Blades

As specified in the bid specifications, the right is reserved to the Road Commission to award each category separately to the lowest responsive and responsible bidder, based on their per unit cost.

Staff is recommending for the Board to award the purchase of KCRC's and the City of Walker's 2023 requirements of Grader Blades to **Valk Manufacturing, Shults Equipment Inc.**, and **Winter Equipment Co., Inc.** under the following pricing:

Product	Bidder	Unit Cost	Quantity	Total Cost
3/4" x 8" x 6'	Valk Manufacturing	\$122.60	1,330 Blades	\$163,058
5/8" x 8" x 9'	Shults Equipment Inc.	\$145	190 Blades	\$24,550
5/8" x 8" x 7'	Shults Equipment Inc.	\$115	20 Blades	\$2,300
Plow Shoes	Winter Equipment Co.	\$140	140 Shoes	\$19,600
				<hr/> <hr/> \$209,508

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 #11 **Comments**

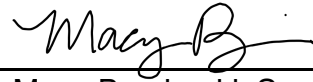
➤ Managing Director Warren discussed the State of Michigan's budget with the Board. The ACEC conducted a survey on Michigan infrastructure. The overall grade was a C- with roads improving slightly. There is a call for a long-term funding solution with \$3.9B additional needed.

➤ Commissioner Morren stated he appreciated the last Board meeting at the new complex's cold storage building. He would like to promote more offsite meetings in the future.

➤ Chair VerHeulen stated there were six employees that applied for the Managing Director's position. The Board discussed the interview process. The interviews will be held on May 16, 2023, and May 23, 2023.

There being no further business to come before the Board, Chair VerHeulen adjourned the meeting at 8:44 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Macy B", with a horizontal line extending to the right from the end of the signature.

Macy Barcheski, Secretary