

1900 4 Mile Road, NW  
Walker, Michigan 49544

July 11, 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 12:00 p.m. Chair VerHeulen stated this is a special day because it is the first Board meeting held at the new Central Complex at 1900 4 Mile Road, NW, Walker, MI.

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 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, Project Engineer Darren Vink, Purchasing Manager Andrew Nordstrom, Human Resources Recruiter Beth Nanzer, District Equipment Supervisor Brian Weber, Human Resources Coordinator Courtney Clifford, Accountant Vanessa Culver, Former Director of Engineering Dave Groenleer, Joe Valenti from Teamsters Union 214, Marty Ruitter from Hobbs+Black, 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, June 27, 2023.

Moved by Commissioner Medema, seconded by Commissioner Janes 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 July 7, 2023, were presented to the Board by Director of Finance Barcheski. She stated payroll included \$41,575.28 in overtime.

The construction estimates for this period are as follows:

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Black Gold Holdings, LLC	Byron Twp local road program estimate #2	16,064.07
Brenner Excavating	10 Mile Rd. - Pine Island Dr. to Algoma Ave. estimate #5	82,996.85
Dean's Landscaping & Excavating	Cascade Rd. Trail estimate #3	23,741.26
Rieth-Riley Construction	84th St. - Wingeier Ave. to Freeport Ave. estimate #2	7,806.14
	Division Ave. - 6 Mile Rd. to 7 Mile Rd. estimate #1	280,052.99
	Byron Twp local road program estimate #3	65,135.00
	Grand River Dr. and Buttrick Ave. estimate #1	436,437.06
	Cascade Twp local road program estimate #1	238,915.30
<b>Total</b>		<b>\$ 1,151,148.67</b>

Director Barcheski presented a detail of the new central complex project for the Board. The total project cost as of July 7, 2023, is as follows:

Approved Estimate	\$47,501,236
Current Estimate	\$47,123,354
June 23, 2023, Check Run	\$ 1,227,815
Project-to-Date Expenditures	\$ 42,720,308
Estimated Remaining Cost	\$ 4,403,046

Director Barcheski stated the General Fund has \$26,764,346.41 remaining after approval of disbursements. Of that amount, \$16,702,654.73 is unavailable operating funds, leaving \$10,061,691.68 in total available operating funds.

Moved by Commissioner Morren, seconded by Commissioner Medema that **Payroll of \$889,555.80, Construction Estimates of \$1,151,148.67, New Central Complex Expenditures of \$1,227,814.65, Accounts Payables of \$1,940,526.48, and Cash Balances and Investments for the check run dated July 7, 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 May 2023 Michigan Transportation Fund**

Director of Finance Barcheski reviewed the Michigan Transportation Fund revenues that were collected in May 2023 and received in July 2023. She stated the funds received were \$5,364,498, a variance of \$405,149 more than what was budgeted. To date, receipts are up 5.2 percent over this time last year.

The report was received for information.

**Item #6 June 2023 Financial Statements**

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

The report was received for information.

**Item #7 Preliminary Plat Approval**

Managing Director Warren requested authorization for preliminary plat approval for the following:

Plat Name: Boulder View West  
Location: North of Cannonsburg Road and west of Brewer Avenue,  
Sections 23 and 24, Plainfield Township  
Type: Multi-phase plat  
Street Layout: Phase 1 – Boulder View Drive extends from an existing  
street opening on Cannonsburg Road northeasterly  
approximately 1600 ft. to an existing street opening on  
Brewer Avenue  
• One (1) stub street extending to the northwest of  
Boulder View Drive for future street connection  
Lots: 24 residential lots

This plat was given preliminary plat approval on May 14, 2019. The previous Board approval has expired.

Moved by Commissioner Janes, seconded by Commissioner Morgan that the Board authorizes the **preliminary plat approval of Boulder View West, Section 23 and 24, Plainfield 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 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.

5. Proprietor is advised to refrain from encumbering land proposed to be conveyed to the Board without obtaining prior concurrence from the Deputy Managing Director, Engineering (County Highway Engineer).
6. 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.
7. Proprietor shall remove and replace pavements placed to facilitate mining operations site access on the proposed Boulder View Drive alignment from the shoulder of Cannonsburg Road northward into the site.
8. Proprietor shall obtain the required permits from the Kent County Drain Commission and provide copies to KCRC staff.
9. The Board retains the sole discretion to determine time and conditions for the take-over of proposed public streets.

Motion carried by the following vote:

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

Nays: 0.

**Item #8**      **Comments**

- Managing Director Warren welcomed Joe Valenti from Teamsters Local 214 and former Director of Engineering Dave Groenleer.
- Managing Director Warren stated the employees open house for the new Central Complex was an overwhelming success. OAK and Hobbs+Black did all the grilling for KCRC employees and their families.
- Managing Director Warren stated KCRC will be operational at the new complex beginning August 4, 2023. The move to the complex will be done by divisions and begin soon.

➤ The kick-off of CRA of Michigan 2024 Legislative Priorities process starts now and concludes March 2024.

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

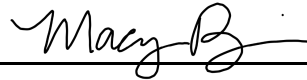
Moved by Commissioner Janes, seconded by Commissioner Morgan to adjourn the Board meeting 12:30 p.m.

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

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Macy Barcheski, Secretary