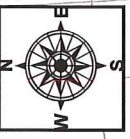


Miller  
Santo  
Romano

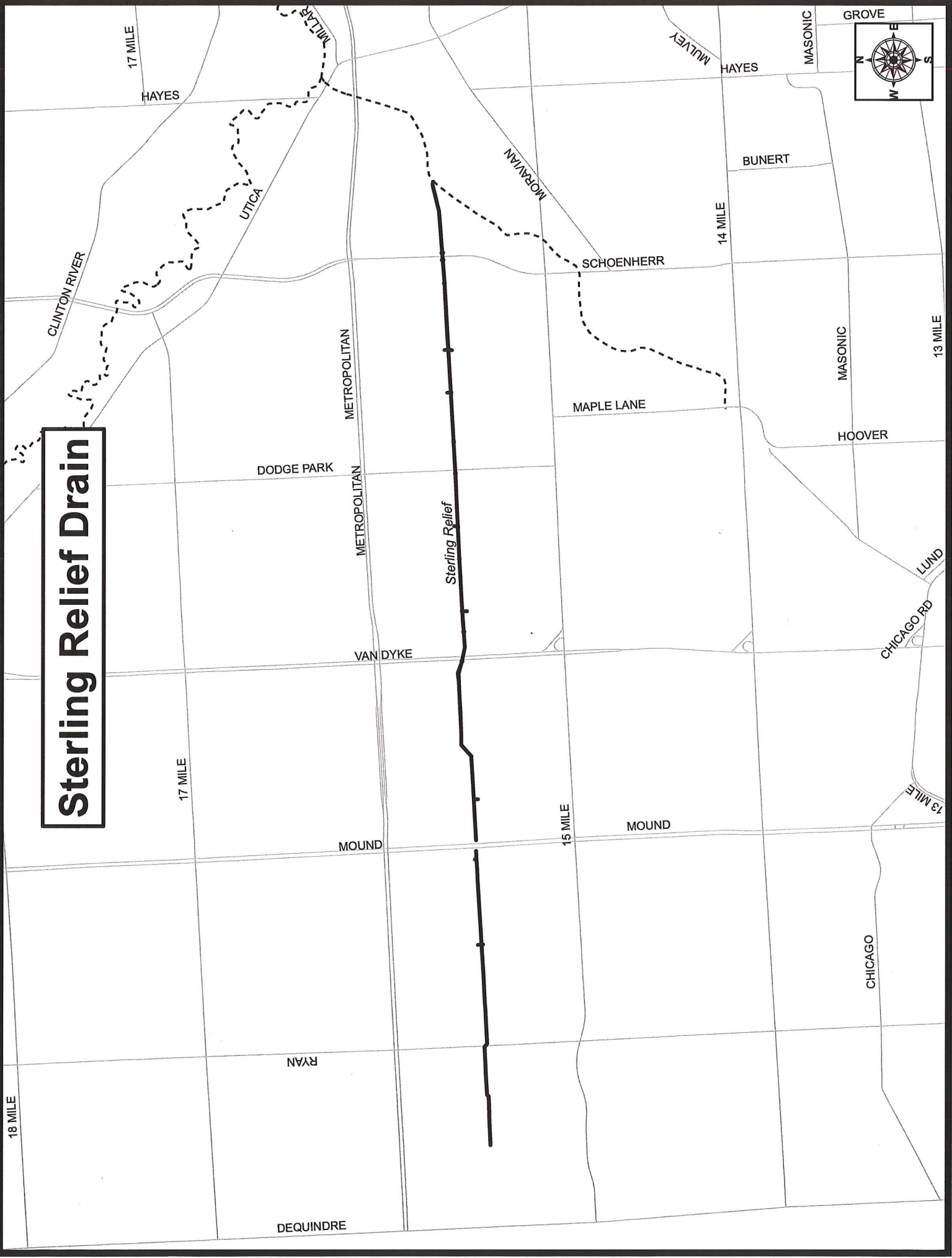
STERLING RELIEF DRAIN  
INTRA-COUNTY DRAINAGE BOARD  
MAY 8, 2017  
10:45 A.M.  
AGENDA

Page No.

1. Call of meeting to order and roll call
2. Approval of Agenda for May 8, 2017
3. Approval of Minutes for April 10, 2017 3
4. Public participation
5. Progress Report – Lynne Seymour 5
6. Consideration for approval of invoices (see attached) 7
7. Financial Report – Bruce Manning 8
8. Adjourn



# Sterling Relief Drain



An adjourned meeting of the Intra-County Drainage Board for the **STERLING RELIEF DRAIN** was held in the Office of the Macomb County Public Works Commissioner, 21777 Dunham, Clinton Township, Michigan, on April 10, 2017, at 10:04 A.M.

PRESENT: Candice S. Miller, Chair  
Bryan Santo, Member  
Joseph Romano, Member

ALSO PRESENT: Robert Mijac, Veronica Klinefelt, Macomb County Board of Commissioners; Brian Baker, Chief Deputy, Karen Czernel, Deputy, Emily Engleman, Administrative Assistant, Keith Graboske, Chief Engineer, Dan Heaton, Public Relations Manager, Vincent Astorino, Engineer II, Evans Bantios, Engineer II, Lynne Seymour, Environmental Engineer II, Thomas Stockel, Construction Engineer, Bruce Manning, Acting Financial Manager, Barbara Delecke, Administrative Services, Macomb County Public Works; Don Coddington, DPW Director, Chesterfield Township; Bernard VanFleteren, DPW Director, Fraser; Cam Trombly, DPW Director, Lenox Township; Chris Dilbert, President, Village of New Haven; Jared Beaudoin, Operations Manager, Sterling Heights; Richard Amormino, Washington Township; Mike Kozak, P.E., Giffels-Webster; Jim Kelley, Meadowbrook Insurance; Benjamin Aloia, Annemarie Lepore, Aloia & Associates; Vince Viviano, Viviano Law

The meeting was called to order by the Chair, Candice Miller. A motion was made by Mr. Romano, supported by Mr. Santo and unanimously carried to approve the agenda as presented.

Past board members not present to approve Minutes. Minutes of the meeting of February 13, 2017 were presented and approved on a motion by Mr. Romano, supported by Mr. Santo and unanimously carried.

The meeting was opened to public participation, then closed, there being no comments from the public.

The Sterling Relief Drain is approximately five miles long and 300 feet wide. There is property at each end of the drain that could possibly be used for recreational purposes. Bids are currently be solicited for grass mowing.

The Chair presented the invoices totaling \$2,806.38 to the board for review and approval.

Motion was made by Mr. Romano, supported by Mr. Santo to approve the invoices as presented.

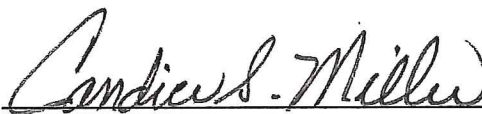
Ayes: Romano, Santo, Miller  
Nays: None

Motion approved.

A trial balance sheet was presented to the Board. There is approximately \$110,000 in equity that can be used to pay for maintenance and other projects. A monthly progress report was provided for the SAW Grant. The SAW Grant requires a 10% match. The purpose of the grant is perform a condition assessment of all assets. There are manhole covers missing and other safety issues that are being addressed. A contractor will be hired to televise the drain.

A motion to receive and file the financial report was made by Mr. Romano, supported by Mr. Santo and unanimously carried.

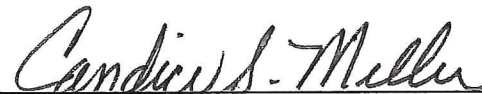
The meeting was adjourned on a motion by Mr. Romano, seconded by Mr. Santo, and unanimously approved.



\_\_\_\_\_  
Candice S. Miller, Chair  
Macomb County Public Works Commissioner

STATE OF MICHIGAN  
COUNTY OF MACOMB

I certify that the foregoing is a true and correct copy of proceedings taken by the Intra-County Drainage Board for the Drainage District shown on the attached set of minutes, on April 10, 2017, the original of which is on file in the Public Works Commissioner's Office. Public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1975, including, in the case of a special or rescheduled meeting or a meeting secured for more than 36 hours, notice by posting at least 18 hours prior to the time set for the meeting.



\_\_\_\_\_  
Candice S. Miller, Chair  
Macomb County Public Works Commissioner

DATED: 4/11/17

8668.bd

# MONTHLY PROGRESS REPORT

TO: Ms. Lynne Seymour, PE – Macomb County Public Works Commissioner’s Office (MCPWC)

PREPARED BY: G. Seghi/K. Kingsley

FIRM: Tetra Tech

DATE: April 28, 2017

PROJECT NO.: 200-16347-14001

SAW: Sterling Relief Drain

REPORTING MARCH 30, 2017  
PERIOD  
FROM DATE:

REPORTING APRIL 28, 2017  
PERIOD  
TO DATE:

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Following is a summary of services completed during the timeframe indicated above and the anticipated tasks for the next two weeks:

## Tasks accomplished during the reporting period:

1. Processing GPS Data
  - a. Completed
2. GIS Update
  - a. 80% complete with re-adjusting the GIS features to the new GPS Points and modifying the network according to the standards provided. Preparing data for CCTV Contractor.

## Anticipated tasks for the upcoming reporting period:

I expect things to pick up during May. We hope to schedule the open channel walk in the coming months weather depending.

1. Test the database checking process with processed data.
  - a. Once the GIS network has been updated, we will check in the database and verify the process is working as expected.
2. Prepare maps and data for the CCTV Contractor.
3. Schedule Open Channel Drain Condition Assessment
  - a. Finalize the schedule for the Condition Assessment.
4. Schedule CCTV Contractor
  - a. Finalize a schedule for the Enclosed Gravity CCTV task.

**Previously Requested Information/Actions from MCPWC:**

1. None at this time

**New Requested Information/Actions from MCPWC:**

1. None at this time

**Schedule Issues:**

1. None

**Budget Issues:**

1. None

cc: Ms. Maria Sedki, PE – FTCH

STERLING RELIEF DRAIN - 5/8/17

<u>Funding Source</u>	<u>Apportionment</u>	<u>Manager</u>	<u>Vendor</u>	<u>Amount</u>	<u>Invoice Detail</u>	<u>Project Summary</u>	<u>Project Balance</u>
Sterling Relief	Chapter 20 State of MI - 3.29% Macomb Co. - 7.79% Sterling Heights - 88.93% SAW Grant 1208-01	Seymour	Tetra Tech, Inc.	\$ 9,014.29	Invoice #51167270 - 4/10/17 Engineering Services - 3/1/17 - 3/20/17	GPS Survey, CCTV, Processing GPA Data	\$ 382,725.42
<b>Total</b>				\$ 9,014.29			

**YTD Trial Balance**

**Fund: Sterling Relief**

**As of Fiscal Period: Oct 1, 2016-Apr 30, 2017**

	<b>O&amp;M Balance 9/30/2016</b>	<b>O&amp;M</b>	<b>Total 4/30/2017</b>
<b>Cash - Operating</b>	103,056.80	17,867.20	120,924.00
<b>Accounts Receivable</b>			0.00
<b>Assets</b>			0.00
<b>Liabilities</b>	2,600.00	(2,600.00)	0.00
<b>Revenues</b>		24,022.29	24,022.29
<b>Expenditures</b>		3,555.09	3,555.09
<b>Equity</b>	100,456.80		120,924.00

**NOTES**

Grant remaining balance = 597,073.04