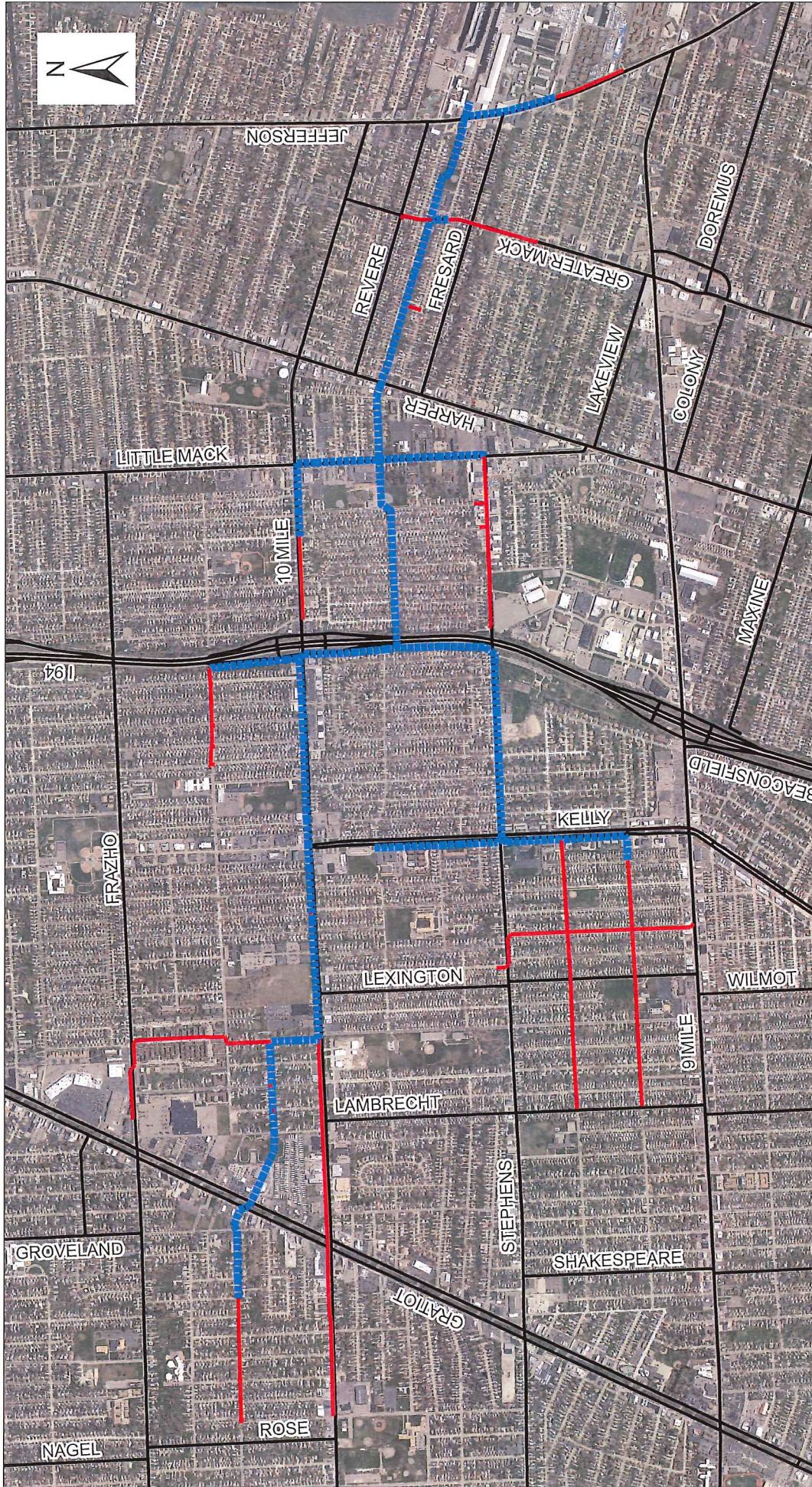


Miller
Santo
Klinefelt

STEPHENS RELIEF DRAIN
INTRA-COUNTY DRAINAGE BOARD
APRIL 9, 2018
10:15 A.M.
AGENDA

	Page
1. Call of meeting to order and roll call	
2. Approval of Agenda for April 9, 2018	
3. Approval of Minutes for March 12, 2018	3
4. Public participation	
5. Project Update – Jeff Bednar	5
6. Consideration for approval of invoice (see attached)	6
7. Financial Report – Bruce Manning	8
8. Adjourn	

STEPHENS RELIEF DRAIN EASTPOINTE/ROSEVILLE/ST CLAIR SHORES



Legend

- | | |
|--|---------------------|
| Enclosed Gravity | Open Channel |
| — < 60" Dia | Ditch |
| — >= 60" Dia | Pond |
| Culvert | |



Drain Length (Feet/Miles):
63,245.55 / 11.98



An adjourned meeting of the Intra-County Drainage Board for the **STEPHENS RELIEF DRAIN** was held in the Office of the Macomb County Public Works Commissioner, 21777 Dunham, Clinton Township, Michigan, on March 12, 2018, at 10:07 A.M.

PRESENT: Candice Miller, Chair
Bryan Santo, Member
Veronica Klinefelt, Member

ALSO PRESENT: Robert Leonetti, Kathleen Tocco, Macomb County Board of Commissioners; Brian Baker, Chief Deputy, Karen Czernel, Deputy, Vincent Astorino, Operations & Flow Manager, Evans Bantios, P.E., Construction and Maintenance Manager, Jeff Bednar, P.E. Environmental Engineer, Dan Heaton, Public Relations Manager, Bruce Manning, Financial Manager, Barbara Delecke, Administrative Services, Macomb County Public Works

The meeting was called to order by the Chair, Candice Miller. The agenda was approved as presented.

Minutes of the meeting of February 12, 2018 were presented. A motion was made by Mr. Santo, supported by Ms. Klinefelt to approve the minutes as presented.

Adopted: YEAS: 3
NAYS: 0

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

Fishbeck, Thompson, Carr & Huber has collected the data and will now begin the asset inventory and condition assessment. A business risk evaluation will be done and a report possibly provided at the April 2018 meeting.

An engagement letter was signed with Stacy Hissong, Fahey, Schultz, Burzych, Rhodes, PLC to perform a district delineation. This will be funded through the SAW Grant and will allow for a complete assessment of all assets within the district.

Records were put on microfiche in 1980. This information will be converted to usable PDF documents at a cost of approximately \$45,000. The Public Works Office may partner with the U.S. Army Corps of Engineers using their 50 percent match grant through the Planning Assistance to States Program to have the microfiche files converted and the remaining paper files scanned to electronic files.

A motion was made by Mr. Santo, supported by Ms. Klinefelt to receive and file the project update given by Mr. Bednar.

Adopted: YEAS: 3
NAYS: 0

The Chair presented the invoice totaling \$7,716.50 to the board for review and approval.

A motion was made by Ms. Klinefelt, supported by Mr. Santo to approve the invoice as presented.

Adopted: YEAS: 3
NAYS: 0

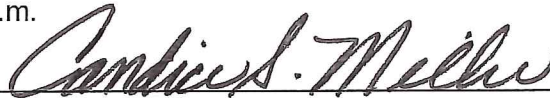
A motion to receive and file the financial report given by Mr. Manning was made by Mr. Santo and supported by Ms. Klinefelt.

Adopted: YEAS: 3
NAYS: 0

There being no further business, it was moved by Mr. Santo, supported by Ms. Klinefelt, that the meeting of the Stephens Relief Drain Board be adjourned.

Adopted: YEAS: 3
NAYS: 0

The meeting was adjourned at 10:15 a.m.



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 March 12, 2018, 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: 3/12/18

9164.bd

MONTHLY PROGRESS REPORT

TO: Ms. Candice Miller – Macomb County Public Works Commissioner
Mr. Jeff Bednar, PE – Macomb County Public Works Office (MCPWO)

FROM: Ms. Maria Sedki, PE – Fishbeck, Thompson, Carr & Huber, Inc. (FTCH)

DATE: March 26, 2018 **PROJECT NO.:** 130666/130737/171223

RE: 11 1/2 Mile Relief Drain Stormwater, Asset Management, and Wastewater (SAW) Grant
Stephens Relief Drain SAW Grant
Hetchler Relief Drain Inspection

Report Period – March 1, 2018 to March 26, 2018

The following is a summary of work completed to date, and the anticipated work for the next month:

Work accomplished during the report period:

1. Data Analysis
 - a. FTCH continued developing a maintenance program for the 11 ½ Mile and Stephens Relief Drains.
 - b. FTCH continued developing Draft Rehabilitation/repair options and associated costs to all needed assets in the 11 ½ Mile and Stephens Relief Drains.
 - c. FTCH continued assigning replacement costs to all assets in the 11 ½ Mile and Stephens Relief Drains.
 - a. FTCH continued finalizing the BRE Spreadsheet and Draft 20-year Capital Improvement Plan (CIP) for the 11 ½ Mile and Stephens Relief Drains

Anticipated work items for the upcoming report period:

2. Data Analysis
 - a. FTCH to finalize BRE Spreadsheet and Draft 20-year Capital Improvement Plan (CIP) for the 11 ½ Mile and Stephens Relief Drains
 - b. FTCH to schedule a meeting with MCPWO staff to review results to date and discuss finalizing BRE and CIP spreadsheets for the 11 ½ Mile and Stephens Relief Drains.
 - c. FTCH to begin work on Draft SAW Reports for the 11 ½ Mile and Stephens Relief Drains.

Needed Information/Actions from OMCPWC:

1. Results of the investigation of the suspicious connection found to the 11 ½ Mile Drain

nac

By email

cc: Mr. Brian Baker – MCPWO

STEPHENS RELIEF DRAIN - 4/9/18

Funding Source	Apportionment	Manager	Vendor	Amount	Invoice Detail	Project Summary	Project Balance
Stephens Relief	Chapter 20 Macomb Co. - 6.72% Eastpointe - 30.68% Roseville - 26.55% St. Clair Shores - 22.83% SAW Grant 1182-01 (Closing date 10/1/18)	Bednar	Fishbeck, Thompson, Carr & Huber, Inc.	\$ 6,926.50	Invoice #373433 - 3/5/18 Engineering Services - ending 2/23/18	Project Management, GIS Coordination/GPS Manholes, Inspection	\$ 124,157.95 Plus 10% match requirement
Total				\$ 6,926.50			



Fishbeck, Thompson, Carr & Huber, Inc.
engineers | scientists | architects | constructors

Federal I.D. No. 38-1841857 | Incorporated

Payment Options

Remit Wire/ACH payments to Acct: 100094457 ABA: 072413829
Remit checks to: 1515 Arboretum Drive, SE | Grand Rapids, Michigan 49546

RECEIVED
MAR 09 2018
BY: MH

Attention: Jeffrey H. Bednar PE CFM
Macomb County Public Works Commissioner
21777 Dunham Road
Clinton Township, MI 48036
United States

Invoice: 373433
Invoice Date: 3/5/2018
Project: 130737
Project Name: Macomb Co PW/Stephen Saw Grant
Bill Term: 1

For Professional Services Rendered Through 2/23/2018

GI - Macomb Co Pw/Stephen Saw Gps	2,418.00	
Rate Labor	2,418.00	
IN - Macomb Co Pw/Stephen Saw Insp		4,247.50
Rate Labor	4,247.50	
PM - Macomb Co Pw/Stephen Saw Mngmt		261.00
Rate Labor	261.00	
		<u>6,926.50</u>
	Current Billings	<u>6,926.50</u>
	Amount Due This Bill	<u>6,926.50</u>

(SAW 1182-01)
Chg: Stephen Ref #0123

Date	3.9.18
Chief Deputy	AB
Engineer(s)	JS
Manager(s)	
Coordinator(s)	BD
Finance Officer	MM

PA 038761 80300

Staff 3-20-18
Board 4.9.18

YTD Trial Balance

Fund: Stephens Relief

As of Fiscal Period: Oct 1, 2017-March 31, 2018

	O&M Balance 9/30/2017	O&M	Total 3/31/2018
Cash - Operating	46,137	52	46,189
Accounts Receivable			0
Assets			0
Liabilities			0
Revenues		52	52
Expenditures			0
Equity	46,137		46,189

NOTES

	Grant	Match	Total
SAW 1182-01	637,366	70,819	708,185
YTD	(513,635)	(57,071)	(570,706)
Remaining	123,731	13,748	137,479