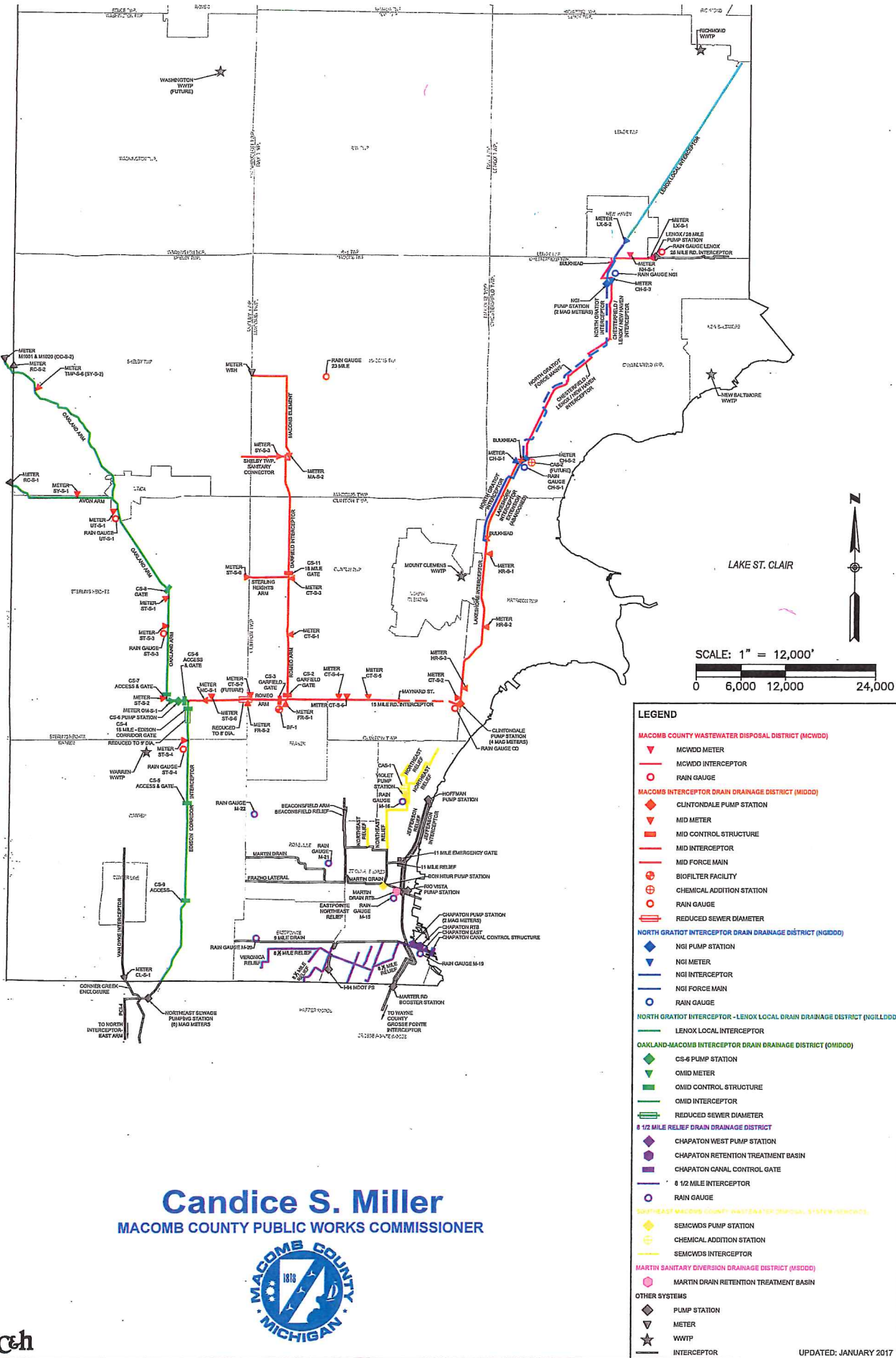


MARTIN SANITARY DIVERSION DRAIN
INTRA-COUNTY DRAINAGE BOARD
JUNE 11, 2018
10:15 A.M.
AGENDA

	Page
1. Call of meeting to order and roll call	
2. Approval of Agenda for June 11, 2018	
3. Approval of Minutes for May 14, 2018	3
4. Public participation	
5. Project Update – Vince Astorino	
6. Resolution to accept the State Competitive Grant Assistance Program (CGAP) Grant for a Shared Services Plan – Brian Baker	5
Motion: To approve the resolution accepting the State Competitive Grant Assistance Program (CGAP) Grant for \$150,000 for a Shared Services Plan and authorize Macomb County Public Works Commissioner to sign as Chair of the Board	
7. Consideration for approval of invoices (see attached)	11
8. Financial Report – Bruce Manning	12
9. Adjourn	

MACOMB COUNTY WASTEWATER SYSTEMS



Candice S. Miller
 MACOMB COUNTY PUBLIC WORKS COMMISSIONER



An adjourned meeting of the Intra-County Drainage Board for the **MARTIN SANITARY DIVERSION DRAIN** was held in the Office of the Macomb County Public Works Commissioner, 21777 Dunham, Clinton Township, Michigan, on May 14, 2018, at 10:07 A.M.

PRESENT: Candice S. Miller, Chair
Kathy Tocco, Member
Bryan Santo, Member

ALSO PRESENT: Veronica Klinefelt, Robert Mijac, Joseph Romano, Marvin Sauger, Macomb County Board of Commissioners; Brian Baker, Chief Deputy, Vincent Astorino, Operations & Flow Manager, Evans Bantios, P.E., Construction and Maintenance Manager, Jeff Bednar, P.E. Environmental Engineer, Bruce Manning, Financial Manager, Dan Heaton, Public Relations Manager, Thomas Stockel, Construction 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 April 9, 2018 were presented. A motion was made by Ms. Tocco, supported by Mr. Santo 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.

All assets have been inventoried and analyzed for criticality of repair/replacement. A report on the Capital Improvement Plan (CIP) will be provided to the Board at the June meeting. Documentation will be submitted to the MDEQ showing that the drainage district has the capability of paying for the CIP.

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

Adopted: YEAS: 3
NAYS: 0

A Basin Segmentation and Disinfection Study is being done for the Chapaton and Martin Retention Basins. The 8 ½ Mile Relief Drain will administer the project for both basins. The cost to the Martin Sanitary Diversion Drain is \$20,000.

A motion was made Ms. Tocco, supported by Mr. Santo to approve the Martin Sanitary Diversion District portion of the Basin Segmentation and Disinfection Study contingent on the 8 ½ Mile Relief Drain approval of the project.

Adopted: YEAS: 3
NAYS: 0

The Chair presented the invoices totaling \$52,266.19 to the board for review and approval.

A motion was made by Ms. Tocco, supported by Mr. Santo to approve the invoices 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. Tocco.

Adopted: YEAS: 3
NAYS: 0

There being no further business, it was moved by Ms. Tocco, supported by Mr. Santo, that the meeting of the Martin Sanitary Diversion Drain Board be adjourned.

Adopted: YEAS: 3
NAYS: 0


The meeting was adjourned at 10:13 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 May 14, 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: 5/16/18

9252.bd



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

May 25, 2018

Candice S. Miller
Public Works Commissioner
County of Macomb - Public Works
21777 Dunham Rd
Clinton Twp, MI 48036

Dear Ms. Miller:

Re: **Notification of Intent to Award - CGAP FY 2018**

The Michigan Department of Treasury (Treasury) – Revenue Sharing and Grants Division received your grant application for the Competitive Grant Assistance Program (CGAP). We are pleased to inform you that the project your governmental unit submitted entitled **Shared Services Agreement Plan** has been selected for a grant award in the maximum amount of **\$150,000.00**.

Enclosed is the intent to award approved budget for your grant project.

Grant Application Conditions

For your reference, enclosed is a copy of the CGAP Information and Conditions. Please review the conditions of the grant award. The conditions contain important information pertaining to the grant award (i.e. requirements for final award, reporting, reimbursement, etc.). Reminder, grant funds are distributed on a reimbursement basis.

Next Step

To receive the Grant Notice of Final Award, Treasury must receive all the required Board Resolution(s), Board Meeting Minutes, or Inter-local Agreements for all participating local units (as indicated in the Conditions of the grant application packet) by Friday, July 27, 2018. **If the resolutions, minutes or agreements have not been received for all participating local units, the project funding will be subject to automatic cancellation.**

Submission of the resolutions, minutes or agreements will be considered an agreement to all provisions specified in the grant application packet and this intent to award letter, and will signify acceptance of the grant award.

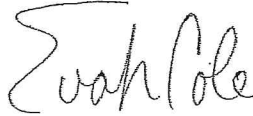
County of Macomb - Public Works
May 25, 2018
Page 2

Please send the required documents by e-mail to TreasRevenueSharing@michigan.gov or by mail to:

Michigan Department of Treasury
Revenue Sharing and Grants Division
PO Box 30722
Lansing, MI 48909

Congratulations to you on the grant award. We appreciate your interest in the CGAP and look forward to working with you on this project. We ask that you inform all participating local units of this intent to award. If you have any questions, please let us know. We can be reached at (517) 373-2697.

Sincerely,



Evah Cole, Division Administrator
Revenue Sharing and Grants Division

Enclosures

County of Macomb - Public Works
 May 25, 2018
 Enclosure: Intent to Award Approved Budget Amounts

Shared Services Agreement Plan

Below is the approved budget for your grant project. Please note, all feasibility studies were funded at 25%. We have assigned budget categories to each of your original budget line items. Please use these categories when submitting your reimbursement requests*.

Budget Category	Budget Description	Application Budget Amount	Intent to Award Budget Amount	Comments
	SCADA Integration	\$50,000.00	\$.00	Denied
	Asset Management Integration	\$200,000.00	\$.00	Denied
Contracted Services	Legal	\$25,000.00	\$25,000.00	
Contracted Services	Master Plan	\$125,000.00	\$125,000.00	
	Budget Total	\$400,000.00	\$150,000.00	

*Reimbursement requests must include copies of invoices and cancelled checks (or equivalent) supporting the costs.



BOARD OF COMMISSIONERS

1 S. Main St., 9th Floor
Mount Clemens, Michigan 48043
586.469.5125 ~ Fax: 586.469.5993
www.macombBOC.com

February 28, 2018

Michigan Department of Treasury
Revenue Sharing and Grants Division
Attention: Mr. Nick Khouri
PO Box 30722
Lansing, MI 48909

Dear Mr. Khouri,

The Martin Sanitary Diversion Drainage District Board supports the \$400,000 Competitive Grant Assistance Program (CGAP) application submitted by Candice S. Miller, Macomb County Public Works Commissioner.

The grant is designed to fund improved operations of the four separately managed sewer districts that serve three Macomb County communities. The grant could fund up to \$400,000 toward the development of a regional sewer master plan, an integrated asset management system, improved SCADA coordination, and the development of a consolidated operational agreement that would improve the effectiveness of all the wastewater districts in Southeast Macomb County.

The State grant will provide the funding to further improve system operations, reduce redundancies, and better maintain our critical underground infrastructure. The funding will not only improve operational efficiencies and save money, but just as importantly, will better protect the environment for the entire region by reducing treated combined sewer overflows into Lake St. Clair.

The drainage board appreciates your consideration and looks forward to working collaboratively on this very important project with the Public Works Commissioner.

Sincerely,

Kathy Tocco
Martin Sanitary Diversion District Board
Macomb County Commissioner, District 11

MACOMB COUNTY BOARD OF COMMISSIONERS

Bob Smith – Board Chair
District 12

James Carabelli – Vice Chair
District 6

Elizabeth Lucido – Sergeant-At-Arms
District 9

Andrey Duzyj – District 1

Marvin Sauger – District 2

Veronica Klinefelt – District 3

Joe Romano – District 4

Robert Mijac – District 5

Don Brown – District 7

Phil Kraft – District 8

Robert Leonetti – District 10

Kathy Tocco – District 11

Leon Drolet – District 13

Board Meeting of Martin Sanitary Diversion Drainage District

County of Macomb

RESOLUTION ACCEPTING THE CGAP GRANT

Minutes of the regular meeting of the Board of the Martin Sanitary Diversion Drainage District of Chapter 20 Drain Code County of Macomb, State of Michigan, (the "Municipality") held on June 11, 2018.

PRESENT: Members: _____

ABSENT: Members: _____

Member _____ offered and moved the adoption of the following resolution, seconded by Member _____.

WHEREAS, the State of Michigan Department of Treasury has given preliminary notice of its intent to award a Competitive Grant Assistance Program (CGAP) grant in the amount of up to \$150,000 toward reimbursement of expenditures required to implement the Shared Services Agreement Plan (project title), and

WHEREAS, the State of Michigan requires each municipality's governing body to approve a resolution authorizing participation in the proposed project prior to finalizing the award of grants from the State of Michigan's CGAP, and

WHEREAS, the State of Michigan requires a resolution and copies of minutes from the date of the meeting at which the resolution was approved to be provided within 60 days of the preliminary notice of award, and

WHEREAS, Macomb County Public Works (local unit name) acknowledges that its:

1. Has filed its annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act or the Uniform System of Accounting Act
2. Has filed its financial plan (deficit elimination plan) per the Glenn Steil State Revenue Sharing Act
3. Is not delinquent in making payment that are due on loans issued pursuant to the Emergency Municipal Loan Act
4. Does not have a payment due and owing to the state

And thus is eligible to participate in a CGAP grant-funded project;

NOW, THEREFORE, BE IT RESOLVED THAT the Martin Sanitary Diversion Drainage District (governing body) hereby authorize participation in the Shared Services Agreement Plan (project title) and on behalf of the Macomb County Public Works Office (local unit name) authorize its Chairperson (designee) to provide this resolution and minutes indicating its approval to the State of Michigan,

and to submit and execute documents requested by the State of Michigan relating to the CGAP requirements.

YEAS: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Martin Sanitary Diversion Drainage District of the State of Michigan, County of Macomb, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 Public Act 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Candice S. Miller (name)

Chair of Martin Drainage District

MARTIN SANITARY DIVERSION DRAIN - JUNE 11, 2018

Funding Source	Apportionment	Manager	Vendor	Amount	Invoice Detail	Project Summary	Project Balance
Martin Sanitary Diversion Drain	Chapter 20 Roseville - 78.09% St. Clair Shores - 21.91% SAW Grant 1411-01 (Closing date 11/24/18)	Astorino Astorino Astorino Astorino Astorino	Anderson, Eckstein & Westrick, Inc.	\$ 11,250.00	Invoice #0117754 - 5/18/18 Engineering Services - 4/2/18 - 4/29/18	Asset Inventory, Condition Assessment, CIP Lab Analysis of Water Lab Analysis of Water Samples Lab Analysis of Water Samples	\$ 196,427.52
			DTE Energy	\$ 753.57	Monthly Electric - 4/19/18 - 5/17/18		
			TestAmerica, Inc.	\$ 1,166.00	Invoice #19012440 - 4/27/18		
			TestAmerica	\$ 1,949.00	Invoice #19012629 - 5/25/18		
			TestAmerica	\$ 683.00	Invoice #19012631 - 5/25/18		
			Total	\$ 15,801.57			

YTD Trial Balance

Fund: Martin Sanitary Diversion

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

	O&M Balance 9/30/2017	O&M	Total 5/31/2018
Cash - Operating*	14,184	63,955	78,139
Accounts Receivable			0
Assets			0
Liabilities*		58,496	58,496
Revenues*		72,493	72,493
Expenditures*		67,034	67,034
Equity	14,184		19,643

NOTES

	Grant	Match	Total
SAW 1411-01	292,514	32,502	325,016
YTD	(105,605)	(11,734)	(117,339)
Remaining	186,909	20,768	207,677

* Added back the match portion of cash until the receipt of the communities share of the 2017/2018 budget. It was agreed upon they would send payment when their fiscal year begins in July.