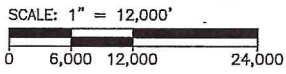
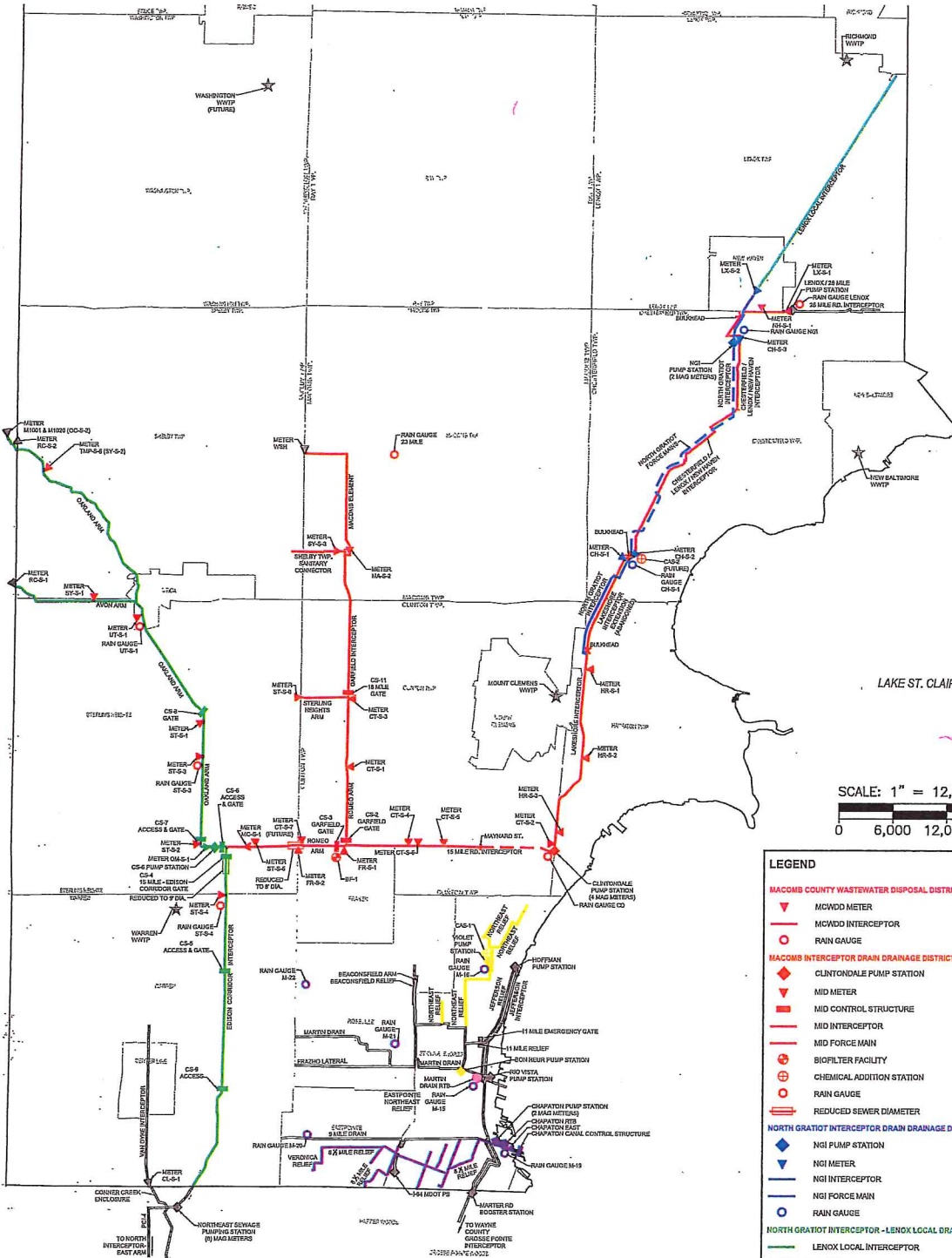


Miller
Santo
Tocco

MARTIN SANITARY DIVERSION DRAIN
INTRA-COUNTY DRAINAGE BOARD
OCTOBER 16, 2017
10:30 A.M.
AGENDA

	Page
1. Call of meeting to order and roll call	
2. Approval of Agenda for October 16, 2017	
3. Approval of Minutes for September 11, 2017	3
4. Public participation	
5. Motion: To approve the Martin Sanitary Diversion Drain Budget & Assessments for the Fiscal Year beginning October 1, 2017 – Brian Baker	5
6. Financial Report – Bruce Manning	18
7. Adjourn	

MACOMB COUNTY WASTEWATER SYSTEMS



- LEGEND**
- MACOMB COUNTY WASTEWATER DISPOSAL DISTRICT (MCWDD)**
 - ▼ MCWDD METER
 - MCWDD INTERCEPTOR
 - RAIN GAUGE
 - MACOMB INTERCEPTOR DRAIN DRAINAGE DISTRICT (MIDD)**
 - ◆ CLINTONDALE PUMP STATION
 - ▼ MID METER
 - MID CONTROL STRUCTURE
 - MID INTERCEPTOR
 - MID FORCE MAIN
 - ⊕ BIOFILTER FACILITY
 - ⊕ CHEMICAL ADDITION STATION
 - RAIN GAUGE
 - ▬ REDUCED SEWER DIAMETER
 - NORTH GRATIOT INTERCEPTOR DRAIN DRAINAGE DISTRICT (NGIDD)**
 - ◆ NCI PUMP STATION
 - ▼ NCI METER
 - NCI INTERCEPTOR
 - NCI FORCE MAIN
 - RAIN GAUGE
 - NORTH GRATIOT INTERCEPTOR - LENOX LOCAL DRAIN DRAINAGE DISTRICT (NGILLDOD)**
 - LENOX LOCAL INTERCEPTOR
 - OKLAHOMA-MACOMB INTERCEPTOR DRAIN DRAINAGE DISTRICT (OMIDD)**
 - ◆ CS-6 PUMP STATION
 - ▼ OMID METER
 - OMID CONTROL STRUCTURE
 - OMID INTERCEPTOR
 - ▬ REDUCED SEWER DIAMETER
 - 8 1/2 MILE RELIEF DRAIN DRAINAGE DISTRICT**
 - ◆ CHAPATON WEST PUMP STATION
 - ◆ CHAPATON RETENTION TREATMENT BASIN
 - ◆ CHAPATON CANAL CONTROL GATE
 - 8 1/2 MILE INTERCEPTOR
 - RAIN GAUGE
 - SOUTH-EAST MACOMB COUNTY WASTEWATER DISPOSAL DISTRICT (SEMACDD)**
 - ◆ SEMCWDS PUMP STATION
 - ⊕ CHEMICAL ADDITION STATION
 - SEMCWDS INTERCEPTOR
 - MARTIN SANITARY DIVERSION DRAINAGE DISTRICT (MSDDDD)**
 - ◆ MARTIN DRAIN RETENTION TREATMENT BASIN
 - OTHER SYSTEMS**
 - ◆ PUMP STATION
 - ▼ METER
 - ★ WWTP
 - INTERCEPTOR

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 September 11, 2017, at 10:10 A.M.

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

ALSO PRESENT: Veronica Klinefelt, Robert Mijac, Joseph Romano, Macomb County Board of Commissioners; Brian Baker, Chief Deputy, Karen Czernel, Deputy, Keith Graboske, P.E., Chief Engineer, Vincent Astorino, Operations & Flow Manager, Jeff Bednar, Environmental Engineer II, Dan Heaton, Public Relations Manager, Richard Ives, Community Wastewater Services Manager, Tom Stockel, Construction Engineer, Bruce Manning, Financial Manager, Denise Harwood, Accountant, Barbara Delecke, Administrative Services, Macomb County Public Works; Jared Beaudoin, City of Sterling Heights

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

Minutes of the meeting of June 12, 2017 were presented and approved, with the caveat that Ms. Tocco was not present, on a motion by Mr. Santo and supported by Ms. Miller.

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

The need for a possible new governance structure, which could combine operations of the districts into one entity, was discussed for the Martin Sanitary Diversion Drain, 8 ½ Mile Relief Drain, Southeast Macomb County Wastewater Disposal District and the Southeast Macomb Sanitary District. A budget for the Martin Sanitary Diversion Drain will be presented at the October meeting.

The Chair presented the invoice totaling \$576.00 to the board for review and approval.

The SAW grant is in the early stages of performing an asset inventory. A condition assessment will be done and incorporated into NEXGEN. A rate study will be done to better define the budget. The ultimate goal is to reduce combined sewer overflows (CSOs). St. Clair Shores and Roseville have approximately two-thirds of their sewer system separated and Eastpointe, approximately 10-20 percent separated.

Public Works will ensure that Anderson, Eckstein & Westrick, Inc. (AEW) provides a SAW Grant project status report for future board packets.

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

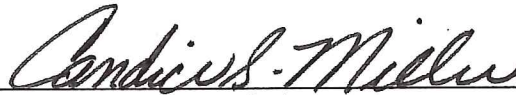
Ayes: Tocco, Santo, Miller

Nays: None

Motion approved.

A motion to receive and file the financial report given by Mr. Manning was made by Ms. Tocco, supported by Mr. Santo and unanimously carried.

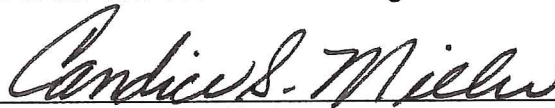
The meeting was adjourned at 10:27 a.m. on a motion by Ms. Tocco, seconded by Mr. Santo, and unanimously approved.



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 September 11, 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: 9/12/17

8895.bd

Martin Sanitary Diversion Drainage District (MSDDD) 2017/18 Budget Summary

Attached is the proposed 2017/18 Martin budget for the fiscal year beginning October 1, 2017. The funding plan provides a detailed explanation of each budget item. In prior years, the Martin District costs was combined with the Act 342 Southeast Macomb County Wastewater Disposal System (SEMCWWDS) budget. As Martin is a Chapter 20 Drainage District and not an Act 342 District, a separate Martin budget must be approved by the Martin Drain Board on October 16, 2017. Separating the funding for the two districts is needed in order to properly allocate costs among the benefitting users and in advance of upcoming Martin infrastructure needs.

Past assessments did not provide adequate or sustainable funding for routine operations and maintenance. Further, the Martin District was not assessed its share of Chapaton (8½ Mile District) personnel and SCADA costs. The proposed budget corrects these issues and funds needed improvements and repairs due to new permit requirements and the SAW grant funded asset management plan.

The proposed budget assessment totals \$572,925, an increase of \$461,973 over the \$110,952 assessed last year. Note that last year's total SEMCWWDS/Martin combined assessment of \$165,600 has been separated for comparison purposes.

The following changes are proposed:

1. \$160,325 or a 15% cross-charge for Chapaton staff who maintain and operate the Martin retention basin.
2. \$125,750 for replacement equipment including 2 Flow Meters and an Effluent Sampler.
3. \$76,100 for equipment repair and maintenance including the replacement of a Drain Gate Hydraulic Accumulator.
4. \$43,850 in operating supplies including required disinfecting chemicals.
5. \$22,800 or a 15% cross-charge for the Martin's use of the SCADA system funded in the Chapaton budget.

The County will not seek to recover past unreimbursed Martin/SEMCWWDS costs paid by Chapaton totaling nearly \$600,000, but recommends establishing an equitable allocation of costs prospectively.

There is no proposed funding in the Martin budget for its share of a needed County-wide Sewer Master Plan. As the Master Plan would encompass sewage flows from Chapaton, Martin, SEMCWWDS and SMSD, this item could be best funded in the SMSD budget. The SMSD Board is perhaps best positioned to ensure the proper cost allocation among the four districts and the three represented communities.

MARTIN RTB - Maintenance Fund
Operating Budget
Year Ending 9/30/2018

	2018 Budget	2017 Budget
Revenue		
Assessments	572,925	
Collected per original contract ^(c)		110,952
Interest Earned	100	
Total Revenue	573,025	110,952
Expenditures		
Application/Permit Fee	3,000	
Licenses & Training	1,250	
Engineering	109,000	
New Equipment	125,750	
Office Supplies	250	
Operating Supplies	43,600	
Other Professional Services	12,000	
Personnel Services ^(b)	160,325	
Repair & Maintenance	75,050	
Scada System	22,800	
Utilities	20,000	
Collected per original contract ^(c)		110,952
Total Expenditures^(a)	573,025	110,952
TOTAL O & M REVENUE REQUIRED	573,025	110,952
NET GAIN/(LOSS)	0	0

COMMUNITY ASSESSMENTS	PERCENTAGE	AMOUNT
Roseville	78.09%	447,397
City of St. Clair Shores	21.91%	125,528
TOTAL	100.00%	572,925

NOTES

- a) It should be noted that the Total Expenses do not provide for depreciation of buildings or equipment, nor do they provide for replacement revenue. To this extent, the Total Expenses are understated.
- b) Includes wages and fringe benefits
- c) Amount received from Eastpointe, St Clair Shores, and Roseville based on a 1970's agreement is not a fixed amount so used average yearly amount of \$165,600. Also, assumed 2/3 of this amount was used for Martin and 1/3 for SEMCWWDS
- d) Estimated fund balance as of 9/30/2017 is \$10,000

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	Application/Permit Fee	REQUEST:	\$3,000
		INC/(DEC.):	\$3,000

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
95500	1) Annual NPDES Permit	3,000	

INCREASE/DECREASE EXPLANATION:

50/50 split with Chapaton

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	Dues, Training, & Conf	REQUEST:	\$1,250
		INC/(DEC.):	\$1,250

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
95820	1) Certification, licensures, training	1,250	

INCREASE/DECREASE EXPLANATION:

50/50 split with Chapaton

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND: 0072	P/Y BUDGET:	\$0
ACTIVITY: Engineering	REQUEST:	\$109,000
	INC/(DEC.):	\$109,000

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
80300	1) SAW Match	32,000	
80300	2) Design metering and sampling system	25,000	
80300	3) Design basin equipment hatch	12,000	
80300	4) Design basement structural integrity & water	20,000	
80300	5) Study of disinfection system	20,000	
	TOTAL	109,000	

INCREASE/DECREASE EXPLANATION:

2-5) New design and studies for needed future improvements.

New costs not related to Chapton or SEMCWWDS

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	New Equipment	REQUEST:	\$ 125,750
		INC/(DEC.):	\$125,750

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
97600	1) Affluent Sampler	25,000	
97600	2) Flow Meter(2)	75,000	
97600	3) Replace disinfection mag meter	7,500	
97600	4) Sampling Pumps(3)	7,500	
97600	5) Hot Water Heater	3,000	
97600	6) Spare Rain Gauge	1,250	
97600	7) Replace Rolling Garage	5,000	
97600	8) Misc(lab equip, bldg instrumentation, etc)	1,500	
	TOTAL	125,750	

INCREASE/DECREASE EXPLANATION:

1-7) Funding for replacement of equipment for Martin

New costs not related to Chapaton or SEMCWWDS

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	Office Supplies	REQUEST:	\$250
		INC/(DEC.):	\$250

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
72700	Toner, pens, paper, posters computer supplies, etc	\$250	

INCREASE/DECREASE EXPLANATION:

Cost formerly charged to Chapaton

New cost center for Martin

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	Operating Supplies	REQUEST:	\$43,600
		INC/(DEC.):	\$43,600

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
74200	1) Sodium hypochlorite	35,000	
74800	2) Personal protective equipment(1,500)	0	
74800	3) Contract 4 shirts, 4 pants for operations staff(600)	0	
74100	4) laboratory supplies required by NPDES permit	7,000	
94000	5) Equipment Rental	500	
90200	6) Postage	100	
74000	7) Misc	1,000	
	Total	43,600	

INCREASE/DECREASE EXPLANATION:

1) Formerly expensed to SEMCWWDS based on prior year higher usage

2-3) Should have been split with Chapaton but was not. Since cannot amend 8.5 Mile,

will leave at zero this year and include in 18/19 budget.

4-7) Formerly expensed to SEMCWWDS

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	Other Professional Svcs	REQUEST:	\$12,000
		INC/(DEC.):	\$12,000

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
74100	Contract laboratory for permit overflow	\$12,000	

INCREASE/DECREASE EXPLANATION:

Formerly charged to SEMCWWDS

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	3018-01	P/Y BUDGET:	\$0
ACTIVITY:	Personnel	REQUEST:	\$160,325
		INC/(DEC.):	\$160,325

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
70200	1) Pump Station Operators	90,553	
70200	2) Pump Station Standby	2,009	
70200	3) Operations Manager	17,595	
70200	4) Asst Operations Manager	5,611	
70200	5) SCADA Manager support	1,800	
70200	6) Engineering Support	10,973	
70200	7) Clerical Support	2,318	
70200	8) Overtime	21,634	
70200	9) Accounting	1,267	
70200	10) Administrative	6,566	
	Total	160,325	

INCREASE/DECREASE EXPLANATION:

15% of Chapaton personnel, formerly charged to Chapaton

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND: 0072	P/Y BUDGET:	\$0
ACTIVITY: Repair & Maintenance	REQUEST:	\$75,050
	INC/(DEC.):	\$75,050

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
	Annual Items		
77500	1) Crane Inspection & Maintenance	1,000	
77500	2) HVAC Inspection and maintenance	1,000	
93000	3) Confined space equipment maintenance(\$750)	500	
93001	4) Vehicle Maintenance(\$1,250)	450	
93000	5) Equipment Maintenance	1,500	
93000	6) Plumbing and pipe fitting parts and disinfection	3,500	
77500	7) Electrical Services	5,000	
77500	8) Annual service and bi-annual load bank for 300kw gas generator	2,000	
77500	9) Parts/Maintenance for all hydraulic systems	2,000	
77500	10) Maintenance of switchgear	1,000	
77500	11) Spider Control	1,000	
77500	12) Calibration of meters	2,100	
77500	13) misc repairs(grounds, building, instruments)	4,000	
	Total	25,050	\$0
	One Time	17/18	16/17
77500	14) Replace drain gate hydraulic accumulator	50,000	
	Total	50,000	\$0
	Grand total	75,050	

INCREASE/DECREASE EXPLANATION:

1-13) Formerly charged to SEMCWWDS and Chapaton

14) New one time item

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072	P/Y BUDGET:	\$0
ACTIVITY:	SCADA	REQUEST:	<u>\$22,800</u>
		INC/(DEC.):	<u>\$22,800</u>

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
80700	1) Network maintenance contract	5,550	
80700	2) Emergency repair	2,250	
80700	3) Wonderware	<u>15,000</u>	
	Total	<u>22,800</u>	

INCREASE/DECREASE EXPLANATION:

- 1-3) Charging 15% to Martin and 10% to SEMCWWDS, formerly charged to Chapaton
- 3) \$20,000 license renewal+ \$40,000 maintenance+\$40,000 upgrade for 5 years *15%
-
-
-
-
-

**FY 2017-2018
MARTIN RTB BUDGET DETAIL SHEET
EXPENDITURE REQUEST SHEET**

FUND:	0072 P/Y BUDGET:	\$0	
ACTIVITY: Utilities	REQUEST:	\$20,000	
	INC/(DEC.):	\$20,000	

ACCOUNT EXPLANATION:

COA	DESCRIPTION	17/18	16/17
92300	1) Electric Service	15,000	
92200	2) Consumers Energy	2,000	
92100	3) Water	1,000	
92800	4) Weather Radar	2,000	
92600	5) Telephone(Land & Cell)-\$750	0	
	Total	20,000	

INCREASE/DECREASE EXPLANATION:

1-4) Formerly charged to SEMCWWDS

5) Should have been split with Chapaton but was not. Since cannot amend

8.5 Mile, will leave at zero this year and include in 18/19 budget.

YTD Trial Balance

Fund: Martin Sanitary Diversion

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

	O&M Balance 9/30/2016	O&M	Total 9/30/2017
Cash - Operating	0	16,380	16,380
Accounts Receivable			0
Assets			0
Liabilities	64,082	(64,082)	0
Revenues		107,457	107,457
Expenditures		26,995	26,995
Equity	(64,082)		16,380

NOTES

	Grant	Match	Total
SAW 1411-01	292,514	32,502	325,016
YTD	(43,680)	(5,429)	(49,109)
Remaining	248,834	27,073	275,907