

BEAR CREEK
INTER-COUNTY DRAINAGE BOARD
JULY 26, 2017
10:00 a.m.
AGENDA

	<u>Page</u>
1. Call meeting to order and roll call	
2. Approval of Agenda	
3. Public participation	
4. Approval of minutes of meeting of June 28, 2017	3
5. Consideration of approval of invoices:	6
See attached spreadsheet	
6. Progress Report Update – Anderson, Eckstein & Westrick, Inc.	
7. Financial Update – Bruce Manning	7
8. Old Business	
9. New Business	
10. Adjourn	

A meeting of the Inter-County Drainage Board for the **BEAR CREEK DRAIN** was held in the Office of the Macomb County Public Works Commissioner, 21777 Dunham Road, Clinton Township, Michigan on June 28, 2017.

PRESENT: Michael Gregg, Chairman
Michigan Department of Agriculture & Rural Development

Candice Miller, Secretary
Macomb County Public Works Commissioner

Jim Nash, Member
Oakland County Water Resources Commissioner

ALSO PRESENT: Brian Baker, Chief Deputy, Keith Graboske, P.E., Chief Engineer, Bruce Manning, Financial Manager, Tom Stockel, Construction Manager, Barbara Delecke, Administrative Services, Office of Macomb County Public Works Commissioner; Anne Vaara, Chief Deputy, Steve Korth, P.E., Manager, Joel Kohn, P.E., Engineering Systems Coordinator, Office of Oakland County Water Resources Commissioner; Gordon Wilson, P.E., Sydney Kanan, Graduate Engineer, Anderson, Eckstein & Westrick (AEW)

The Chairman called the meeting to order at 10:53 a.m.

A motion was made by Mr. Nash, supported by Ms. Miller and unanimously carried to approve the agenda as presented.

The minutes of the meeting of May 24, 2017 were presented. A motion was made by Ms. Miller, supported by Mr. Nash and unanimously carried to approve the minutes as presented.

The Chairman presented the invoices totaling \$100,630.82 as provided to the board for review and approval.

Motion was made by Ms. Miller, supported by Mr. Nash to approve the invoices as presented.

AYES: Miller, Nash and Gregg

NAYS: None

Motion approved.

The deliverables have been submitted to the MDEQ on the SAW Grant project. The final disbursement request will be submitted to the MCPWO which will conclude the project.

A motion to receive and file the Anderson, Eckstein & Westrick, Inc. report was made by Mr. Nash, supported by Ms. Miller.

AYES: Nash, Miller, Gregg

NAYS: None

Motion approved.

AEW was asked to prepare three separate proposals. One proposal is to work with Fahey, Schultz, Burzych, Rhodes, PLC on the drainage district delineation. Ms. Hissong has met with the MI Department of Agriculture and Rural Development. She will meet with Oakland County on July 5, 2017 and Macomb County on July 11, 2017. Once the records are consolidated, a legal description of the drainage district can be written. The collaboration of records will determine the jurisdiction of the Board and its liability for maintenance and service.

The second proposal involves green infrastructure and working with communities. Part of the SAW Grant asset management includes green infrastructure. The communities involved are Madison Heights, Hazel Park, Center Line and Warren. Green infrastructure will be introduced to the affected communities to make them aware of the vision of the drainage district. With recent flooding events, there is good reason for communities to incorporate green infrastructure into their planning process for new development, redevelopment projects and parks and recreation development. The benefits of green infrastructure are listed in the SAW Grant report, but not a requirement.

The third proposal involves infrastructure rehabilitation. AEW prepared maps showing the Board areas in need of structural rehab, catch basin/manhole repair and drain cleaning where sediment has built up in the Bear Creek Enclosure. The first step would be the design and bidding process. With Board approval, projects could be ready to bid in October or November.

After reviewing drain account funds, it was discovered there is approximately \$268,000 in the Bear Creek – Warren Branches fund. Mr. Korth explained that surplus construction monies are pooled for use by the contributing communities for drain projects. Mr. Gregg explained that the legal review being done will determine whether drains can be consolidated and where monies can be used.

A motion to approve the proposal for professional services for the district delineation project from Anderson, Eckstein & Westrick, Inc. and authorize the Chair of the Board to sign same was made by Ms. Miller, supported by Mr. Nash.

AYES: Miller, Nash and Gregg
NAYS: None
Motion approved.

A motion to approve the proposal for professional services (estimated 20 hours) for green infrastructure from Anderson, Eckstein & Westrick, Inc. and authorize the Chair of the Board to sign same was made by Ms. Miller, supported by Mr. Nash.

AYES: Miller, Nash and Gregg
NAYS: None
Motion approved.

A motion to approve the proposal for professional services for the infrastructure rehabilitation project from Anderson, Eckstein & Westrick, Inc. and authorize the Chair of the Board to sign same was made by Ms. Miller, supported by Mr. Nash.

AYES: Miller, Nash and Gregg
NAYS: None
Motion approved.

Monthly progress reports will be provided by AEW.

A summary of all Bear Creek Drain cash balances was provided. The SAW Grant is complete and has a zero balance. The O&M balance is approximately \$230,000.

A motion to receive and file the Bear Creek Trial Balance, dated October 1, 2016 – May 31, 2017 as submitted was made by Mr. Nash, supported by Ms. Miller.

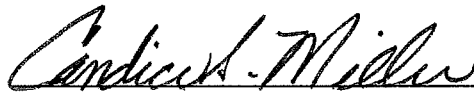
AYES: Nash, Miller and Gregg

NAYS: None

Motion approved.

The next meeting was scheduled for July 26, 2017.

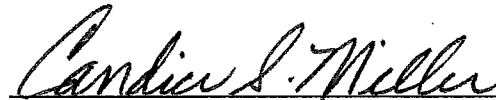
There being no further business coming before the Board, the meeting was adjourned at 11:30 a.m. by Mr. Gregg on a motion by Mr. Nash, supported by Ms. Miller and unanimously approved.



Candice S. Miller, Acting Secretary
Bear Creek Inter-County Drainage Board

STATE OF MICHIGAN
COUNTY OF MACOMB

I certify that the foregoing is a true and correct copy of proceedings taken by the Inter-County Drainage Board for the Drainage District shown on the attached set of Minutes, on June 28, 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, Acting Secretary
Bear Creek Inter-County Drainage Board

DATED: 6/29/17

8789.bd

Bear Creek Drain - 7/26/17

<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>
Bear Creek	Chapter 21	Slanec	Ultimate Lawn Services	\$ 520.00	Invoice #3739 - 7/1/17	Mowing of drain	
			Total	\$ 520.00			

8809:bd

YTD Trial Balance
Fund: Bear Creek
As of Fiscal Period: Oct 1, 2016-June 30, 2017

	O&M Balance 9/30/2016	O&M	Total 6/30/2017
Cash - Operating	250,354	7,304	257,659
Accounts Receivable			0
Assets			0
Liabilities ⁽¹⁾		103,284	103,284
Revenues		8,920	8,920
Expenditures		104,900	104,900
Equity	250,354		154,374
	0		(0)

NOTES

1) SAW grant at zero so AEW and FTCH invoices are now being paid from O&M

Remaining Balance-SAW 1407-01 -

OTHER BEAR CREEK AVAILABLE CASH BALANCES	5/31/2017
Bear Creek Enclosure	810,575
Bear Creek GM Enclosure	3,137
Bear Creek Warren Branches	400,074
Bear Creek Warren Branches #2	134,220
TOTAL ALL BEAR CREEK	1,605,666