

MARTIN SANITARY DIVERSION DRAIN  
INTRA-COUNTY DRAINAGE BOARD  
JANUARY 8, 2024  
10:00 A.M.  
AGENDA

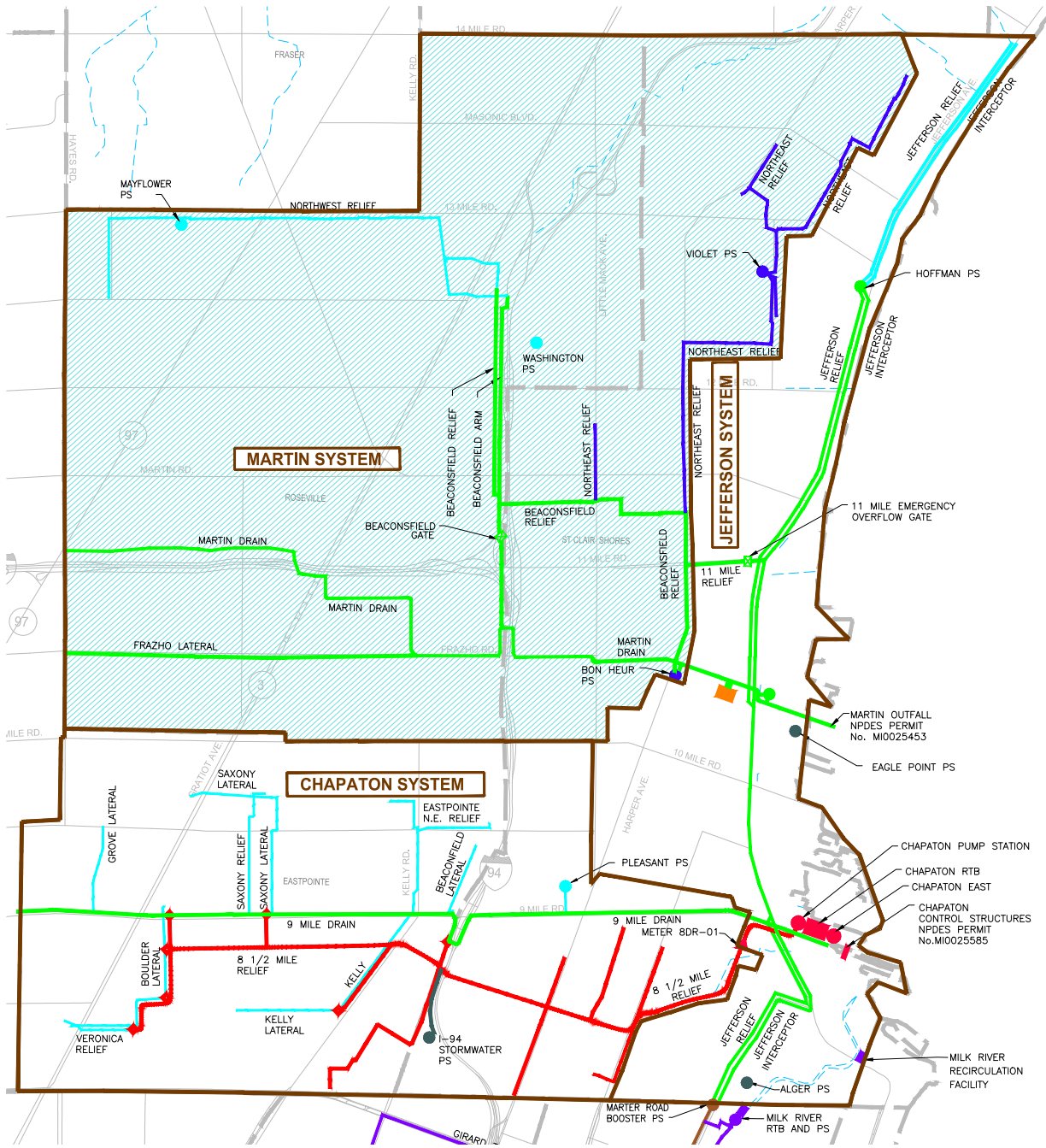
**NOTE: THIS MEETING WILL BE HELD IN PERSON WITH TELECONFERENCE  
OPTION FOR PUBLIC**

**Call in Number: 1-470-499-2258  
Access Code: 415 487 641**

	Page
1. Call of meeting to order and roll call	
2. Approval of Agenda for January 8, 2024	
3. Approval of Minutes for December 11, 2023	3
4. Public Participation	
5. Project & Operations Update – Vince Astorino	5
6. State ARPA Grant Intake form – Jefferson Relief Sewer – Vince Astorino	6
Motion: To receive and file the Jefferson Sewer \$5 million State ARPA grant intake form and authorize Candice Miller to executive the State Grant Agreement.	
7. Consideration for approval of invoices (see attached)	14
8. Financial Report – Bruce Manning	15
9. Adjourn	

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

**MARTIN SYSTEM MAP**  
Macomb County, MI  
Southeast Macomb Sanitary District  
Wastewater Master Plan



**SYSTEM LEGEND**

(AS OF DATE OF PUBLICATION)

- SYSTEM BOUNDARY

**DISTRICT LEGEND**

(AS OF DATE OF PUBLICATION)

- 8 1/2 MILE RELIEF DRAIN DRAINAGE DISTRICT
- SOUTHEAST MACOMB COUNTY WASTEWATER DISPOSAL SYSTEM
- MARTIN SANITARY DIVERSION DISTRICT
- SOUTHEAST MACOMB SANITARY DISTRICT
- NORTHEAST SEWAGE DISPOSAL SYSTEM
- MILK RIVER INTERCOUNTY DRAIN DRAINAGE DISTRICT
- LOCAL MUNICIPALITY
- OTHER

**ASSET LEGEND**

- PUMP STATION
- FLOW CONTROL STRUCTURE
- RETENTION TREATMENT BASIN
- GRAVITY INTERCEPTOR
- OVERFLOW POINT

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 December 11, 2023, at 10:01 A.M.

PRESENT: Candice S. Miller, Chair  
Bryan Santo, Member  
Harold Haugh, Member

ALSO PRESENT: Daniel Acciavatti, Deputy Government Relations; Vince Astorino, Operations & Flow Manager; Brian Baker, Chief Deputy; Stephen Downing, Construction and Maintenance Manager; Norb Franz, Communications Manager; Bruce Manning, Finance Manager; Pam Sonnenberg, Administrative Assistant; Tom Stockel, Construction Supervisor; Sarah Lucido, Board of Commissioners; Don Van Syckel, Board of Commissioners

The meeting was called to order by the Chair, Candice S. Miller. A motion was made by Mr. Haugh, supported by Mr. Santo to approve the agenda as presented.

Adopted: YEAS: 3  
NAYS: 0

Minutes of the meeting of November 13, 2023, were presented. A motion was made by Mr. Santo, supported by Mr. Haugh 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.

Mr. Astorino provided an update that the Martin Sanitary Diversion had no wet weather events in the past month and there is no construction going on right now. The Martin RTB project design is on hold as we await EPA funding. I will be going out to bid possibly in February. We are working on establishing a scope of work for the Green Infrastructure project so that we can get it out to bid.

A motion was made by Mr. Haugh, supported by Mr. Santo to receive and file the project and operations updates as presented.

Adopted: YEAS: 3  
NAYS: 0

The Chair presented the invoices totaling \$111,388.98 to the board for review and approval.

A motion was made by Mr. Haugh, 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 Mr. Haugh.

Adopted: YEAS: 3  
NAYS: 0

There being no further business, it was moved by Mr. Haugh, 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 10:04 A.M.



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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 December 11, 2023, 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.



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Candice S. Miller, Chair  
Macomb County Public Works Commissioner

DATED: 12/11/2023



**Candice S. Miller**

Public Works Commissioner  
Macomb County

To: Martin Sanitary Diversion Drainage District Board Members

CC: File

From: Vincent Astorino, Operations Director

Date: January 8, 2024

Subject: Construction Projects Status Updates for the January 2024 Board Meeting

The following provides a status update for construction work completed within the Martin Sanitary Diversion Drain District (MSDDD) for the previous month.

## Wet Weather Operations

No wet weather events for the past month.

## Construction

No construction activities at this time.

## Design Projects

- Martin RTB Improvements.
  - This project consists of replacing the dewatering gate, basin blower and ductwork, equipment hatch and crane system, removal of the old flushing systems in the building and basin, and various electrical improvements. 90% design drawings will be ready in August.
  - Part 41 permit has been submitted to EGLE and approved.
  - Design is 90% complete. Waiting on EPA approval for funding requirements to finish design specifications. Once that is complete, we will put the project out to bid.
    - Working with the EPA and have started making some progress with them. Technical correction is in process. Workplan and CATEX forms have also been submitted.
- USACE Green Infrastructure Grant
  - Have started the agreement process with USACE for this \$400,000 project with USACE covering \$300,000 of that. The \$100,000 match to be provided by MSDDD has already been budgeted.
    - Contract signed. Next step is for USACE to setup a meeting to discuss project scope to be bid out for design.



100% ARP Earmark Grant Intake Form

The following information is being collected to create your grant agreement. **Please attach a budget breakdown to the email response or this form when submitting this form.**

**Please note the following requirements that are associated with all American Rescue Plan funded projects:** 1) Davis Bacon prevailing wage requirements DO apply, 2) Operations and maintenance costs are NOT eligible for inclusion in the scope of this project, 3) all grant funds must be expended and all grant activities completed by September 15, 2026, and 4) BABA is encouraged but NOT required.

**EGLE does not require communities to present a draft agreement to their council/board for approval. However, we need to know ahead of time if there will be a delay in the grant agreement being signed due to the grantee requiring council/board approval. Please indicate whether the grant agreement needs to be presented to and/or approved on the community's side in order to sign the agreement.**

No

**General Information**

**Please fill in the following information:**

- Community's Legal Name: Martin Sanitary Diversion Drainage District
- Authorized Signatory's Name and Title (this is also the person who will automatically be designated to approve and sign all reimbursement requests): Candice S. Miller, Macomb County Public Works Commissioner
- Organization: Macomb County Public Works Office
- Address: 21777 Dunham Rd.
- City, State, ZIP: Clinton Twp., MI, 48036
- Phone Number: (586) 469-5325
- E-Mail Address: public.works@macombgov.org
- Federal ID: 38-6004868
- Grantee UEI Number: ZJDYV9CL9DF4

*Note: The UEI is a 12-character, alpha-numeric code assigned by the US General Services Administration and replaces the former federal DUNS numbers. **This number MUST be entered into the community's SIGMA account before any funds can be reimbursed.***

- SIGMA Vendor Number: CV0048039 Address Code: 004

*Note: If you do not have an account already set up, that will not delay execution of your grant agreement, but reimbursements cannot be made without an active account. If you do not have a SIGMA Vendor number, or need assistance, contact the SIGMA VSS Support Center at: [SIGMA-Vendor@Michigan.gov](mailto:SIGMA-Vendor@Michigan.gov) or by calling (517) 284-0550.*

- Public Water System ID (drinking water systems) or NPDES Permit Number (wastewater systems): MI0025453

### **Project Scope**

Please describe the scope of the project that will be completed under this grant. This description should be comprehensive and will be used to develop the grant agreement.

The public purpose of the Jefferson Relief Sewer to improve water quality in Lake St. Clair. This will be accomplished by the construction of a new sanitary sewer on Jefferson Avenue from Rio Vista to 9 Mile Road. This new sewer will be able to convey additional combined sewage to the Chapaton Retention Treatment Basin for additional system storage. This project will reduce the discharge volume of combined sewer overflows from the Martin and Chapaton retention treatment basins into Lake St. Clair.

### **Project Budget**

Please attach a budget breakdown when submitting this form. The total grant amount that was identified in the legislation is indicated below, and project budgets that exceed that amount will need to include explanation for how those overages will be covered (i.e. municipal funds, etc.).

Task	Budget
<b>Total Grant Amount</b>	<u>\$5,000,000</u>
<b>Total Project Cost</b>	<u>\$25,600,000</u>

### **Federal Reporting**

*Due to the federal source of funding for American Rescue Plan grants, we are required to report the following community-specific information to the US Treasury. Please note, however, that your answers to these questions do not impact your grant funding.*

1. **Please confirm whether the community prioritizes local hires (yes/no):** No
  
2. **Does the community have a Community Benefits Agreement (CBA)? (yes/no)** No  
*A CBA is an agreement between developers, public, and private entities, and community-based organizations to address concerns or existing or potential harms. CBAs typically depend on community needs, size, and anticipated impacts from a proposed development project, facility expansion or operation, and the bargaining power of the community group and project developer. Benefits typically include living wage requirements, "first source" hiring programs, space allocation and needs, emission reduction and traffic rerouting, environmental improvements such as stormwater infrastructure, continuous air quality monitoring, etc.*
  
3. **Does the community have a certificate for a project labor agreement, meaning a pre-hire collective bargaining agreement consistent with section 8(f) of the National Labor Relations Act (29 U.S.C. 158(f))? (yes/no)** No
  - a. **If the answer above is "no," then we will need responses to the following questions:**
    - i. How will your community ensure the project has ready access to a sufficient supply of appropriately skilled and unskilled labor to ensure high-quality construction throughout the life of the project, including a description of any required professional certifications and/or in-house training? The project will be advertised and bid so that appropriately skilled labor is utilized to ensure high-quality construction throughout the life of the project. This will be accomplished by implementing Davis Bacon prevailing wage requirements in the project.

- ii. How will your community minimize risks of labor disputes and disruptions that would jeopardize timeliness and cost-effectiveness of the project? We don't expect any.
- iii. How will your community provide a safe and healthy workplace that avoids delays and costs associated with workplace illnesses, injuries, and fatalities, including descriptions of safety training, certification, and/or licensure requirements for all relevant workers (e.g., OSHA 10, OSHA 30)? The project will have a safety coordinator on-site to ensure that relevant requirements are met.
- iv. Will workers on the project receive wages and benefits that will secure an appropriately skilled workforce in the context of the local or regional labor market? (yes/no) Yes
- v. Does the project have a completed project labor agreement? (yes/no) No



**Jefferson Relief Sewer**

<b>Source</b>	<b>Budget</b>
SEMSD Funding	\$ 600,000.00
Macomb County ARPA Funding	\$ 20,000,000.00
State of Michigan ARPA Earmark Grant	\$ 5,000,000.00
<b>Total</b>	<b>\$ 25,600,000.00</b>

## Key Information for Grantees

PA 119 of 2023, the FY24 Michigan budget, includes funding for special grants intended for a single recipient. The budget includes language (called boilerplate) that provides a description of the project as well as certain requirements that all projects must comply with. See next page for specific line items for which these guidelines apply. Boilerplate language is binding and all projects must comply with the rules and regulations contained in the language.

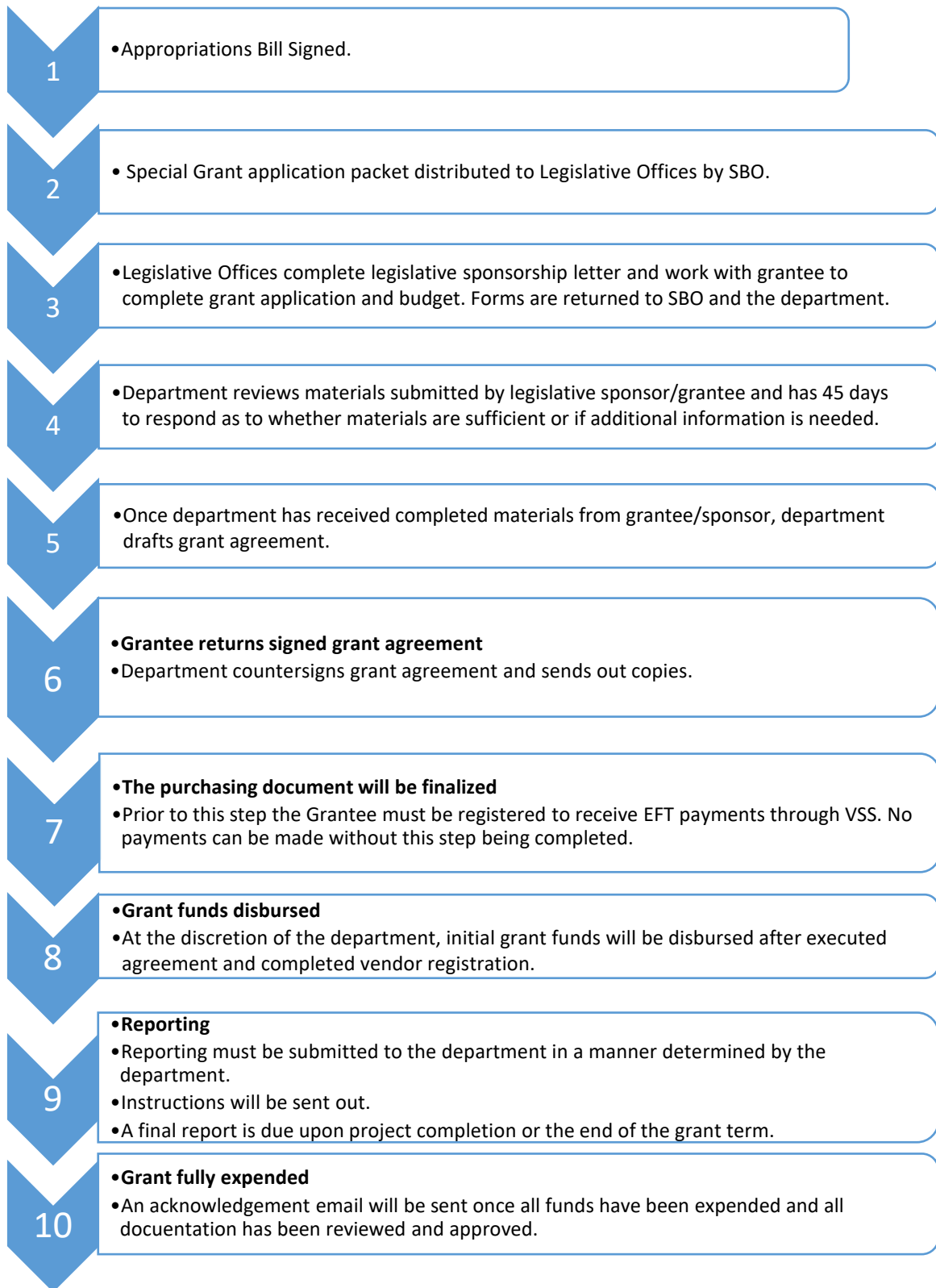
You can find the budget bill [here](#). For transparency boilerplate language, see the following sections: EGLE - Sec. 245, General Government - Sec. 229, DHHS - Sec. 250, LEO - Sec. 308, DNR - Sec. 230, MSP - Sec. 236, MDOT - Sec. 220.

### **Important information to note:**

- The attached application will be used to develop and execute a grant agreement between each grantee and the relevant department. Grantees should work with their Legislative Sponsor to return the following application form to the State Budget Office and the Department.
- All applications must be submitted and legislative sponsors identified no later than January 15, 2024 pursuant to boilerplate.
- **Please ensure primary grant contact on the application is the fiduciary contact for the project.**
- If the attached application is incomplete or missing information, grant processing may be delayed.
- **To receive funds, all organizations must be registered in the State of Michigan SIGMA Vendor Self-Service (VSS) System. More information about registering for VSS can be found [here](#).**
- At the discretion of the department, an initial disbursement of 50% may be provided to the grantee upon execution of the grant agreement. (Defined terms and conditions are included in the grant agreement).
- After the initial 50% disbursement, additional funds will only be disbursed after verification that the initial payment has been fully expended, in accordance with the project purpose.
- There is no requirement to have match funds for the grant.
- The grant cannot be increased or deviated from the boilerplate language.
- Grant funds can only be used for expenditures that occur on or after the effective date of the appropriations act unless otherwise specified in department policy.
- **Any questions that arise prior to submitting a grant application should be directed to the Grantee's Legislative Sponsor.**
- Any questions that arise after submitting a grant application should be directed to the department.
- For timing and next steps, please review the attached process document.

# Special Grant Process

This process flow is a general guideline; some projects will differ. Please feel free to contact us at any time if you have questions or concerns related to the process or the specifics of your grant.



## Special Grant Application Form

Official Grantee:

Grantee Full Address:

Grantee Primary Contact:

Phone:

Email:

Legislative Sponsor:

Appropriated Amount:

### Questions for Legislative Sponsor

1. Is the legislative sponsor and/or any family members of the legislative sponsor associated with this organization? (Ex: board member, employee, financial donor, etc.)

If so, please explain:

2. Does this grant comply with the provisions of Article IV, §10 of the Michigan Constitution and PA 318 of 1968, MCL 15.301 to 15.310?

### Questions for Official Grantee

1. Please describe the public purpose of the project, demonstrating it is consistent with language authorizing grant in PA 119 of 2023.

2. Fill out the anticipated dollar amount for each respective category of the budget, using **the excel budget form provided**. Please note the general administrative expense cannot exceed 10% of the grant amount.

3. Anticipated time-frame for each cost identified in the budget (this will reflect the period of the grant).

4. I acknowledge that I will be required to submit progress reports and a final report including:

- i. A summary of the Grant Activities performed over the period determined by the department;
- ii. An accounting of Grantee's actual expenditure of all funds on the Project over the period determined by the department, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements; the Grantee's estimated percentage of completion of the Project; and
- iii. Any other information deemed relevant by Grantee to support the Grant Activities actually performed.

5. Identify authorized signer(s) for Grant Agreement.

6. Please be advised any portion of the grant funds paid to grantee and not spent or not spent in accordance with the grant agreement must be returned to the department.

**NOTICE:**

This Grant Application Form is not a legally binding agreement and should not be viewed as such. Moreover, the Grant Application Form does not embody all of the terms and conditions of the grant agreement and neither the department nor the grantee will be bound until there is an executed grant agreement that sets forth all the terms and conditions.

MARTIN SANITARY DIVERSION  
12/19/2023 - 01/02/2024

<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>
Martin Sanitary Diversion Drain	Chapter 20 Roseville - 78.09% St. Clair Shores - 21.91%	Astorino	DTE Energy	\$ 992.61	Invoice #23-1064 - 12.18.23	Monthly Electric - 11.15.23 - 12.15.23 EGLE - 2024 Annual Permit Fee	
		Astorino	State of Michigan	\$ 6,000.00	Invoice #761-11163190 - 12.01.23		
		<b>Total</b>		\$ 6,992.61			

**YTD Budget**

**Fund: Martin Sanitary Diversion**

**As of Fiscal Period: Oct 1, 2023-Dec 31, 2023 (25%)**

DESCRIPTION	2024	ENCUMBERED	ACTUAL	REMAINING	PCT UTILIZED
	FINAL BUDGET			BUDGET	
<b>REVENUE ACCOUNTS</b>					
Investment Inc-Interest	28,000		854	27,146	3.1%
Reimb-Local Communities	1,113,520		556,760	556,760	50.0%
Federal Earmark	1,000,000			1,000,000	0.0%
PY Revenue-Fund Balance	1,188,490			1,188,490	0.0%
<i>Total Revenue Accounts</i>	3,330,010	-	557,614	2,772,396	16.7%
<b>EXPENSE ACCOUNTS</b>					
Application/Permit Fee	6,000		6,000	-	100.0%
Dues, Training, Conf, Subs.	3,380			3,380	0.0%
<u>Engineering</u>					
-Martin Improvement Project	2,402,210		20,912	2,381,298	0.9%
-Martin Electrical Improvements	309,000			309,000	0.0%
-As Needed Engineering	57,000			57,000	0.0%
-Misc Sewer Repairs	20,000			20,000	0.0%
Equipment	6,850			6,850	0.0%
Operating Supplies	72,280		795	71,485	1.1%
Other Professional Svcs	12,200		2,350	9,850	19.3%
Personnel Services	242,930			242,930	0.0%
Repair & Maintenance	134,800		12,965	121,835	9.6%
Contribution to SCADA Reserve	5,810			5,810	0.0%
Scada System	11,410		894	10,516	7.8%
Utilities	46,140		3,914	42,226	8.5%
<i>Total Expense Accounts</i>	3,330,010	-	47,830	3,282,180	1.4%

	O&M Balance 9/30/2023	O&M	Total 12/31/2023
<b>Cash - Operating</b>	1,915,814	509,784	2,425,598
<b>Assets</b>			0
<b>Liabilities</b>			0
<b>Revenues</b>		557,614	557,614
<b>Expenditures</b>		47,830	47,830
<b>Equity</b>	1,915,814		2,425,598

**Detail of 2023 Equity**

Misc Sewer Repairs	20,000
USACE Green Infrastructure Project	100,000
SCADA Reserves	-
As Needed Engineering	27,000
Martin Improvement Project	1,042,529
Capital Reserve	726,285