

Meeting Minutes

No 172 Intercounty Drainage Board Meeting Gratiot and Montcalm Counties

Thursday, June 16, 2022, at 10:00 AM
Montcalm County Drain Commission
211 W Main St, Stanton, MI 48888

1. Call to Order and Introductions:

Meeting was called to order by Brady at 10:01 AM

Present:

Brady Harrington – Chair, Michigan Department of Agriculture

Bernard Barnes – Board Member, Gratiot County Drain Commissioner

Todd Sattler – Board Member, Montcalm County Drain Commissioner, via phone

Matt Frezza – ENG

Erik Morris – ENG

Anne Gaylord – Montcalm County Drain Commission

Nick – C&L Trucking

2. Motion to Elect a secretary

A motion was made by Bernie and seconded by Anne to select Montcalm as Secretary. Motion Carried.

3. Review and Set the Agenda

Anne stated the incorrect date was listed for minutes needing approval. The date was updated to April 21, 2022.

A motion was made by Bernie and seconded by Anne to approve the agenda as amended. Motion Carried.

4. Approval of the April 21, 2022, Meeting Minutes

A motion was made by Bernie and seconded by Anne to approve the minutes as presented. Motion Carried.

5. Communications and Reports of Board Members, Committees and Consultants

a. Construction Update

Contract 1 is about 50% complete with an expected end date of 11/4/2022.

Contract 2 has a scheduled start date of 8/15/2022. Brady asked if the start date was going to conflict with the start of the school year. Todd advised that he had previously spoken with C&L Trucking about the possibility of having to change scheduled around to work on nights and weekends to not cause issues with school hours and traffic. Todd informed C&L Trucking that they would be responsible for any additional costs incurred with school coordination and schedule/traffic flow. C&L Trucking agreed to these terms. He also advised that the city looks to have some sort of construction project in the works that may also be a factor. Nick stated that their plans are to get concrete down in one day, possibly on a Saturday, to avoid any issues. Erik asked about staging for

Contract 2 and advised that C&L and ENG can be responsible for coordinating staging. He also asked that the soil erosion and sediment control measures be taken first. Nick stated that are expecting the construction for Contract 2 to take about one month to complete. Erik asked about on-site progress meetings and Todd stated that more than likely, they will be done weekly once Contract 2 construction starts. Todd asked to be looped in with soil erosion requests. Bernie advised that the APA should not have to pull a permit from the building department since they are the APA for the project. A motion was made by Bernie and seconded by Anne for Montcalm County to sign ROW easements as needed. Motion Carried.

b. Approval of Change Orders/Progress Payments

Brady asked that the pay applications be sent to the board one week prior to the meeting for review. Brady stated that the board will approve invoices for supplies as they are received instead of waiting for the work pay application.

c. Receive the Treasurer's Report

Anne provided a financial report to the board with a current balance of \$819,767.82. A motion was made by Bernie and seconded by Anne to accept the treasurer's report. Motion Carried.

6. Approval of Invoices

Three invoices for ENG were presented to the board in the amount of \$12,512.59 for Engineering services.

A motion was made by Bernie and seconded by Anne to pay all outstanding invoices for ENG. Motion Carried.

7. Other Business

The board discussed having each county serve as the APA for the work completed in their county. Brady will create a resolution to reflect this.

A motion was made by Bernie and seconded by Anne to create a resolution for each County Drain Commission to serve as the APA for the work completed in their county. Motion Carried.

8. Public Comment

No public present.

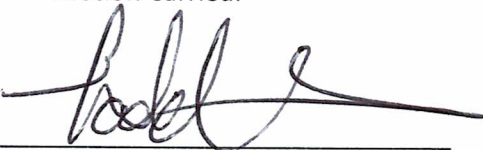
9. Set Date and Time for Next Meeting

The next meeting will be held on Thursday, July 21, 2022, at 10:00 AM.

A motion was made by Bernie and seconded by Anne to set the next meeting for July 21, 2022, at 10:00 AM. Motion Carried.

10. Adjourn

A motion was made by Brady and seconded by Bernie to adjourn the meeting at 10:50 AM. Motion Carried.

A handwritten signature in black ink, appearing to read 'Todd Sattler', written over a horizontal line.

Todd Sattler, Secretary

Dated: June 16, 2022

Drain: 80165 : No 172 InterCo: 10/01/19 - 06/15/2022

Order Date	Order #	Type	Vendor	Description	Expenses	Revenue	Balance
10/01/19	Beginning Balance						\$ (7,365.42)
10/07/19	5810	Revolving	Drain Maintenance	Catch Basin/Lid Cleaning	\$ 80.05		\$ (7,445.47)
10/30/19	5898	Revolving	Drain Maintenance	Miss Dig	\$ 80.57		\$ (7,526.04)
01/28/20	6049	Revolving	Drain Maintenance	Miss Dig	\$ 80.18		\$ (7,606.22)
05/20/20	6192	Revolving	Drain Maintenance	Drain Problem Report	\$ 161.52		\$ (7,767.74)
05/31/20	12094			2019 Special Assessment Revenue		\$ 8,250.00	\$ 482.26
06/09/20	6229	Demand	Drain Maintenance	Drain Inspection	\$ 242.28		\$ 239.98
08/24/20	20-007	Demand	Montcalm County	Notice of Board Meeting (Practicability)	\$ 50.05		\$ 189.93
09/10/20	273943	Demand/Revolving	Daily News (445)	Publication of Drainage Board Meeting	\$ 215.40		\$ (25.47)
09/29/20		Revolving	Montcalm County	10/01/2019-08/31/2020 Indirect Allocations	\$ 35.85		\$ (61.32)
10/01/20	Beginning Balance						\$ (61.32)
10/29/20	203342	Revolving	Spicer	Account Support	\$ 51.49		\$ (112.81)
12/08/20	00073	Revolving	ENG Inc (28044)	Engineering	\$ 1,156.64		\$ (1,269.45)
12/08/20	00074	Revolving	ENG Inc (28044)	Engineering	\$ 2,327.50		\$ (3,596.95)
12/15/20	00285	Revolving	Gratiot County Harald (5606)	Gratiot Publishing Practicality Meeting Notice	\$ 456.00		\$ (4,052.95)
12/15/20	00286	Revolving	Gratiot County Harald (5606)	Gratiot Affidavit of Publishing	\$ 12.00		\$ (4,064.95)
12/17/20	12433		Gratiot County Drain Commission	Computation of Costs (34%) \$4250 & Consumers/Wind Farm Crossing Fee \$1500		\$ 5,750.00	\$ 1,685.05
01/26/21	00211	Demand	Daily News (445)	Cost of Publishing Notices	\$ 566.10		\$ 1,118.95
02/16/21	00289	Demand	FAHEY SCHULTZ BURZYCH RHODES PLC (16022)	Preliminary Design	\$ 182.00		\$ 936.95
04/06/21	000557	2021-001	Perry Drain	Drain Note		\$ 29,725.00	\$ 30,661.95
04/08/21	00685	Demand	Gratiot County Harald (5606)	Publication & Posting	\$ 316.00		\$ 30,345.95
04/08/21	00684	Demand	Fahey Schultz Burzych Rhodes PLC (16022)	Legal	\$ 320.00		\$ 30,025.95
04/22/21	00728	Demand	ENG Inc (28044)	Engineering	\$ 19,629.70		\$ 10,396.25
04/22/21	00737	Demand	Fahey Schultz Burzych Rhodes PLC (16022)	Legal	\$ 180.00		\$ 10,216.25
05/20/21	00797	Demand	Fahey Schultz Burzych Rhodes PLC (16022)	Legal	\$ 680.00		\$ 9,536.25
05/20/21	00798	Demand	ENG Inc (28044)	Engineering	\$ 6,005.00		\$ 3,531.25
05/27/21	00800	Demand	MONTCALM COUNTY REGISTER OF DEEDS (3516)	Easement Aquisition	\$ 60.00		\$ 3,471.25
06/24/21	00881	Demand	ENG Inc (28044)	Preliminary Design	\$ 2,100.00		\$ 1,371.25
08/26/21	01070	Demand	FAHEY SCHULTZ BURZYCH RHODES PLC (16022)	Easement Aquisition	\$ 80.00		\$ 1,291.25
10/14/21	01179	Demand	FAHEY SCHULTZ BURZYCH RHODES PLC (16022)	Easement Review	\$ 80.00		\$ 1,211.25
10/21/21	01231	Demand	FAHEY SCHULTZ BURZYCH RHODES PLC (16022)	Review Title Materials & GIS - Histroical Easment Affidavits	\$ 245.00		\$ 966.25
11/18/21	01295	Demand	Daily News (445)	Publication & Posting	\$ 501.65		\$ 464.60
11/18/21	01292	Demand	Gratiot County Harald (5606)	Publication & Posting	\$ 145.00		\$ 319.60
11/29/21	001384	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 28,830.92	\$ 29,150.52
12/02/21	001543	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 13,377.87	\$ 42,528.39
12/06/21	001556	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 1,850.85	\$ 44,379.24
12/10/21	001575	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 1,648.94	\$ 46,028.18
12/13/21	001583	Deposit	No 172 Inter County Drain	MDOT Prepayment		\$ 413.94	\$ 46,442.12
12/13/21	001584	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 13,462.53	\$ 59,904.65
12/16/21	001591	Deposit	No 172 Inter County Drain	Montcalm County At Large Prepayment		\$ 137,818.94	\$ 197,723.59
12/20/21	001596	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 1,681.63	\$ 199,405.22
12/20/21	001595	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 3,178.49	\$ 202,583.71
12/20/21	001594	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 1,759.40	\$ 204,343.11
12/20/21	001593	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 1,686.72	\$ 206,029.83
12/21/21	001599	Deposit	No 172 Inter County Drain	Carson City At Large Prepayment		\$ 100,000.00	\$ 306,029.83
12/27/21	001602	Deposit	No 172 Inter County Drain	Bloomer Township At Large Prepayment		\$ 41,393.24	\$ 347,423.07
12/27/21	001601	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 1,672.63	\$ 349,095.70
01/03/22	001618	Deposit	FAHEY SCHULTZ BURZYCH RHODES PLC (16022)	Refund of Invoice Paid Twice		\$ 80.00	\$ 349,175.70
01/04/22	001600	Deposit	No 172 Inter County Drain	Montcalm County Prepayments - Various Property Owners		\$ 2,075.18	\$ 351,250.88
01/07/22	001630	Deposit	No 172 Inter County Drain	Gratiot County Prepayments - Various Property Owners		\$ 44,806.23	\$ 396,057.11
01/13/21	01381	Demand	ENG Inc (28044)	Engineering	\$ 2,000.00		\$ 394,057.11
01/13/21	01380	Demand	ENG Inc (28044)	Engineering	\$ 2,680.72		\$ 391,376.39
01/13/21	01379	Demand	ENG Inc (28044)	Engineering	\$ 1,035.00		\$ 390,341.39
02/28/22	001707	Transfer	Revolving Drain Fund	Repayment of 802 Funds	\$ 9,628.61		\$ 380,712.78
02/28/22	001741	Transfer	Perry Drain	Drain Note 2021-001	\$ 20,096.39		\$ 360,616.39
02/28/22	001742	Transfer	Perry Drain	Interest on Debt Drain Note 2021-001	\$ 200.96		\$ 360,415.43
03/31/22	01525	Demand	ENG Inc (28044)	Engineering	\$ 350.00		\$ 360,065.43

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Order Date	Order #	Type	Vendor	Description	Expenses	Revenue	Balance
03/31/22	01524	Demand	ENG Inc (28044)	Engineering	\$ 1,511.38		\$ 358,554.05
04/21/22	01579	Demand	Bendzinski & Co (17314)	Consultants	\$ 15,200.00		\$ 343,354.05
04/21/22	01587	Demand	Clark Hill PLC (29347)	Consultants	\$ 13,224.83		\$ 330,129.22
04/07/22	001798	Deposit	FAHEY SCHULTZ BURZYCH RHODES PLC (16022)	Financing - Received		\$ 539,000.00	\$ 869,129.22
05/03/22	01611	Demand	Jackson Dirt Works LLC (15275)	Construction	\$ 49,361.40		\$ 819,767.82