

LOOKING GLASS RIVER INTERCOUNTY DRAIN

DRAINAGE BOARD MEETING

Wednesday, January 9, 2019

Shiawassee County Health Department Conference Room
Corunna, Michigan

MEMBERS PRESENT: Michael Gregg, Board Chairperson, Michigan Department of Agriculture & Rural Development
Phil Hanses, Board Secretary, Clinton County Drain Commissioner
Carla Clos, Ingham County Deputy Drain Commissioner
Tony Newman, Shiawassee County Drain Commissioner
Ken Recker, Livingston County Deputy Drain Commissioner

MEMBERS ABSENT: None

ALSO PRESENT: Jenna Jullie, Shiawassee County Deputy Drain Commissioner
Alan Boyer, LSG Engineers & Surveyors
Jerry Gutting, Antrim Township Supervisor,
Carl S. Schaaf
Shawn Weaver

Chairman Gregg called the meeting to order at 2:33 p.m.

2. Review and set the agenda

MOTION by Hanses to approve the agenda as presented. SECOND by Clos. MOTION CARRIED unanimously.

3. Approval of the November 27, 2018 meeting minutes

MOTION by Clos to approve the minutes of November 27, 2018 as presented. SECOND by Recker. MOTION CARRIED unanimously.

4a. Receive a progress report and pay recommendation from LSG regarding maintenance work performed by Wombat Services and take appropriate action.

Boyer has prepared Change Order No. 3 – Contract No. 1 that was discussed and authorized at a previous meeting. The change order approves work for work upstream and downstream of Chandler Road and for work from Hollister Road and working upstream. He explained the extent of the work that has been completed under the 2018 maintenance which covers an area from the DeWitt and Olive Township line and goes upstream a distance of 7,060 feet. Hanses explained that the work has been well received by the adjacent landowners with one questioning why we were not working further downstream where there are many more trees down across the river. Clinton County staff has been treating stumps to prevent regrowth and will be done with this project area this week or next week. Boyer has prepared a pay recommendation for the work that has been completed.

MOTION by Newman to authorize Chair Gregg to sign Change Order No. 3. SECOND by Clos. MOTION CARRIED unanimously.

MOTION by Newman to approve payment of Contractor's Pay Application No. 4 in the amount of \$37,308.68 as recommended by the engineer. SECOND by Clos. MOTION CARRIED unanimously.

Boyer noted additional discussion with Clinton County staff for removal of log jams in other critical areas. These areas should be considered when water levels are at their lowest in July or August. Gregg questioned the potential of using section 196a to accomplish channel clearing downstream of the point of beginning of the intercounty drain. Hanes will have a discussion with DeWitt Township officials about the township performing work downstream to remove fallen trees and jams. Tomac described his work for the City of DeWitt and a similar plan could be used for the DeWitt Township portion. Newman discussed our plan to continue upstream near Laingsburg near the city lagoons. This work is part of Change Order No. 3.

4b. Treasurer's report

Jullie reported on the establishment of the debt retirement account. She reminded the board members that the amount assessed was greater than the amount of the drain note. She spoke with Roger Swets at Dickenson Wright who said that deposits to the debt retirement account only need to be made in amounts sufficient to cover the required note payments. She expected to assessment revenue to come in \$239,000 above the Joanne Lee note obligations. Jullie discussed cash flow issues related to the timing of the assessment collections and contractor expenses.

MOTION by Hanes to authorize Treasurer Shiawassee County issue a short term borrowing of \$32,000 from the Spaulding Drain. SECOND by Recker. MOTION CARRIED unanimously.

Jullie distributed a Treasurer's report showing the revenues and expenses of the district.

5. Approval of invoices

Jullie presented the following invoices for approval:

- Ingham County invoice #3871 for administrative expenses in the amount of \$115.50
- LSG invoice #3702 for engineering services in the amount of \$1,620.00.

MOTION by Hanes to authorize payment of the invoices as presented in the total amount of \$1,735.50. SECOND by Clos. MOTION CARRIED unanimously.

6. Other Business

There was no other business.

7. Public Comment

There was no public comment.

8. Set the date, time, and location of next meeting

The next meeting was scheduled for Thursday, March 7, 2019 at 1:30 p.m. at the Shiawassee County Health Department conference room.

9. Adjourn

MOTION by Newman to adjourn the meeting. SECOND by Hanses. MOTION CARRIED unanimously.

Chair Gregg declared the meeting adjourned at 3:42 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Phil Hanses". The signature is written in a cursive, flowing style.

Phil Hanses, Secretary

DRAFT - These minutes are subject to approval at the next scheduled drainage board meeting.

Approved by the Drainage Board on _____.

PLEASE SIGN IN

LOOKING GLASS RIVER INTERCOUNTY DRAINAGE BOARD MEETING
January 9, 2019 at 2:30 P.M.

NAME	REPRESENTING
Phil Hanses	Clinton County
Carl Schaaf	Land owner
Shawn Weaver	Land owner
Chris Tomk	WATER SERVICES
Alan Boyer	LSG Engrs & Surveyors
Jenne Pullis	Shiawassee Deputy
Mike Gregg	MIDARD
Tony Nouman	Shi Co Dr. Comm.
Jenny Gillingham	Anteim Twp
KEN RECKER	LIVINGSTON CO.
Carla Clos	Ingham County Drain Office

Agenda

Looking Glass River Intercounty Drain Drainage Board Clinton, Ingham, Livingston, and Shiawassee Counties

2:30 p.m., Wednesday, January 9, 2019
Shiawassee County
Health Department Conference Room
149 Corunna Avenue
Corunna, Michigan

1. Call to order and roll call
 - Board Members
 - Michael Gregg, Chair, Michigan Dept. of Agriculture & Rural Development
 - Phil Hanses, Clinton County Drain Commissioner
 - Patrick Lindemann, Ingham County Drain Commissioner
 - Brian Jonckheere, Livingston County Drain Commissioner
 - Anthony Newman, Shiawassee County Drain Commissioner
 - Engineer
 - Alan Boyer, P.E., LSG Engineers and Surveyors
2. Review and set the agenda
3. Approval of the November 27, 2018 meeting minutes
4. Communications and reports of board members, committees, and consultants
 - a. Receive a progress report and pay recommendation from LSG regarding maintenance work performed by Wombat Services and take appropriate action
 - b. Treasurer's report
5. Approval of invoices
6. Other business
7. Public comment
8. Set the date, time, and location of the next meeting
9. Adjourn

CHANGE ORDER NO. 3 – CONTRACT NO. 1

- A. PROJECT NAME: Looking Glass River Intercounty Drain
- B. PROJECT LOCATION: Clinton County and Shiawassee County, MI
- C. SUBMITTED TO: Michael Gregg, Chair
Looking Glass River Intercounty Drainage Board
C/o MDARD – Environmental Stewardship Division
P. O. Box 30017
Lansing, MI 48909
- D. DATE: November 27, 2018
- E. CONTRACT NUMBER: N/A
- F. CONTRACT DATE: December 2016
- G. CONTRACTOR: Wombat Services, LLC
- H. MAILING ADDRESS: 11541 Peet Rd
Chesaning, MI 48616
- I. PHONE NUMBER: 1-989-748-7179
- J. FAX NUMBER: N/A
- K. EMAIL ADDRESS: N/A

The following changes are hereby made to the Contract Documents and/or Services:

Item	Description	Bid Qty.	Unit	Unit Cost	Total Price
	OPEN DRAIN WORK				
1a	Sta. 0+00 to 62+00 In channel: Debris Removal, Log Jam Removal, and Tree Removal	6,200 FT (1.17 mi)	LF	\$ 2.74 -	\$ 16,988.00 -
1b	Sta. 480+00 to 636+00 In channel: Debris Removal, Log Jam Removal, and Tree Removal	15,600 FT (2.95 mi)	LF	\$ 2.74 -	\$ 42,744.00 -
2a	Sta. 0+00 to 62+00 In ROW: Selective Clearing for Access ONLY	6,200 FT (1.17 mi)	LF	\$ 2.50 -	\$ 15,500.00 -
2b	Sta. 480+00 to 636+00 In ROW: Selective Clearing for Access ONLY	15,600 FT (2.95 mi)	LF	\$ 2.50 -	\$ 39,000.00 -
3a	Soil Erosion and Sedimentation Control and Seeding	1.0	LS	\$ 768.00 -	\$ 768.00 -
4	Emergency Tornado Cleanup	1.0	LS	\$ 3,000.00 -	\$ 3,000.00 -
	Total of Work to be Completed in 2018				\$ 118,000.00

CHANGE TO THE CONTRACT PRICE:

Original Contract Price: \$ 105,261.00

Total Previous Change Orders \$ 6,000.00

Current contract price, as adjusted by previous change orders: \$ 111,261.00

The Contract Price due to this Change Order will be as part of the Schematic Design and will be:

A) Decreased by: \$ 0.00

B) Increased by: \$ 118,000.00

The new Contract Price due to this Change Order will be: \$ 229,261.00

CHANGE TO THE CONTRACT SCHEDULE:

Due to the above expenditure limitation, the contract completion date will be extended to:

Dec. 31, 2018

Approvals Required:

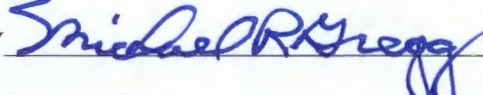
To be effective, this Change Order must be approved by the Owner and the Contractor if it changes the scope or objective of the project, or as may otherwise be required under the terms of the Contract.

THE NOTED CHANGES ARE REQUESTED BY: LSG Engineers & Surveyors.
ENGINEER

DATE: November 27, 2018 BY  Alon Boyer, PE

THE NOTED CHANGES ARE APPROVED:

BY: Michael Gregg, Chair of the Looking Glass River Intercounty Drainage Board
OWNER

DATE: 1/9/19 BY 

THE NOTED CHANGES ARE APPROVED BY:  W. Omar SERVICIOS
CONTRACTOR

DATE: JAN 9/19 BY 

END OF SECTION

Contractor's Application For Payment No. 4

	Application Period: 08/28/2018 to 12/31/2018	Application Date: 01/09/2019
To: Looking Glass River IC Drainage Board c/o Shiawassee County Drain Commissioner	From: Wombat Services, LLC	Via: LSG Engineers & Surveyors
Project: Looking Glass River IC Drain-2016 Maintenance	Contract: Looking Glass River IC Drain-2016 Maintenance	
Owner's Contract No.:	Contractor's Project No.: Looking Glass River IC Drain	Engineer's Project No.: 1489

APPLICATION FOR PAYMENT

Change Order Summary


Approved Change Orders		
Number	Additions	Deductions
CO #2	\$6,000.00	
CO #3	\$118,000.00	
TOTALS	\$124,000.00	
NET CHANGE BY CHANGE ORDERS	\$124,000.00	\$0.00

1. ORIGINAL CONTRACT PRICE	\$	\$105,261.00
2. Net change by Change Orders	\$	\$124,000.00
3. CURRENT CONTRACT PRICE (Line 1 ± 2).....	\$	\$229,261.00
4. TOTAL COMPLETED AND STORED TO DATE (Col. F on Progress Estimate + Col. F Progress Estimate C.O.)	\$	\$148,325.00
5. RETAINAGE:		
a. 0% x 0. Work Completed	\$	0.00
b. 0% x 0 Stored Material	\$	
c. Total Retainage (Line 5a + Line 5b)	\$	0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$	\$148,325.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$	\$111,261.00
8. AMOUNT DUE THIS APPLICATION	\$	\$37,308.68
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	\$77,691.32

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: Thirty-Seven Thousand Three Hundred Eight and 68/100 dollars
(\$37,308.68) (Line 8 or other - attach explanation of other amount)

is recommended by:  Alan D. Boyer - LSG Engineers & Surveyors 20181231
 (Engineer) (Date)

Payment of: Thirty-Seven Thousand Three Hundred Eight and 68/100 dollars
(\$37,308.68) (Line 8 or other - attach explanation of other amount)

is approved by:  Michael R. Gregg 1/9/19
 (Owner) (Date)
 Approved by:

By: See Attached invoice. Date:

Progress Estimate

Contractor's Application

For (contract): Looking Glass River IC Drain - 2016 Maintenance					Application Number: 4				
Application Period: 8/28/2018 to 12/31/18					Application Date: 01/09/2019				
A			B	Work Completed		E	F		G
Item			Scheduled Value	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F) B	Balance to Finish (B - F)
Specification Section No.	Description			From Previous Application (C + D)	This Period				

Item	Description	Project Qty.	Unit	Unit Cost	Scheduled Value	Qty. this Application	Work Completed this Period	Work Completed from Previous Application(s)	Total Completed to Date	Balance To Finish
1	In Channel: Debris Removal, Log Jam Removal, and Tree Removal	41,850	LF	\$2.74	\$114,669.00	7,060	\$19,344.40	\$54,937.00	\$74,281.40	\$ 40,387.60
2	In ROW: Selective Clearing for Access ONLY	41,850	LF	\$2.50	\$104,625.00	7,060	\$17,650.00	\$50,125.00	\$67,775.00	\$ 36,850.00
3	Soil Erosion and Sedimentation Control and Seeding	1	LS	\$967.00	\$967.00	0.325	\$314.28	\$199.00	\$513.28	\$ 453.72
4	Removal of Dam Structures and Beaver Obstructions	1	LS	\$6,000.00	\$6,000.00	0.00	\$0.00	\$ 6000.00	\$6000.00	\$ 0.00
5	Emergency Tornado Cleanup	1	LS	\$3,000.00	\$3,000.00	0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
	Totals				\$229,261.00		\$ 37,308.68	\$ 111,261.00	\$ 148,569.68	\$77,691.32

Wombat Services, LLC

11541 Peet Road
Chesaning, Michigan 48616

Invoice 190107

Customer: Clinton County Drain
Commission
Address: 100 E. State St., Suite 2300
St. Johns, Mi 48879
Phone: 989-224-5169

From: Chris Tomac
Phone: 989-798-7179
Email: tomac.chris@gmail.com

Project: Looking Glass
Location: In the area of Chandler Road

Project Dates: 12/05 -
12/31/2018

Contact: Phil Hanes
Phone:

Email: Hanesp@clinton-county.org
Fax: 989-277-6469

Notes:

Scope of Work

Area	Description of Work
Looking Glass	Removed woody debris including dead, dying, and leaning trees
	Removal of log jams in the waterway

Price

7,060 feet @\$5.24/foot	\$36,994.40
SESC	\$314.28
Total	\$37,308.68

*Make checks payable to Wombat Services. Please pay within 30 days.
Thank You!*

LGR Notes about Assessment and Loan

	LGR	2018	2019
Required Assessment	\$ 650,000.00	\$ 325,000.00	\$ 325,000.00
2019 Payment	\$ 196,680.00	\$ 196,680.00	
2020 Payment	\$ 213,516.61		\$ 213,516.61
Min DR amount	\$ 410,196.61		
Amount Assessed over Loan Pmt after Assessment	\$ 239,803.39	\$ 128,320.00	\$ 111,483.39
This does not include the \$50,000 borrowed from Shiawassee Co's Spaulding Drain.			

Treasurer's Report Looking Glass Joint

Date	Funds in	
01/31/2017	Loan from Mrs. Lee	\$ 400,000.00
06/30/2017	Interest	\$ 132.64
12/31/2017	Interest	\$ 76.49
07/01/2018	Interest	\$ 2.61
09/07/2018	Loan from Shiawassee Drain - Spaulding	\$ 50,000.00
12/31/2018	Interest	\$ 11.66
Total		\$ 450,223.40

Date	D.O.	Expenses		
10/06/2015	04473	Woodworth	\$ 16,095.60	
10/06/2015	04474	LSG	\$ 7,292.50	
11/20/2015	04500	Streamside	\$ 488.75	
07/18/2016	04638	Woodworth	\$ 1,613.75	
12/16/2016	04698	Idependent Newspaper	\$ 139.20	
12/16/2016	04699	Ing Co #3095, #3164, & #3141	\$ 404.25	
12/16/2016	04700	Woodworth	\$ 3,684.28	
12/16/2016	04701	LSG	\$ 29,344.95	\$ 59,063.28
03/15/2017	04711	Woodworth #441	\$ 101.00	
03/15/2017	04725	Chattaway pmt 1	\$ 36,575.00	
03/15/2017	04726	Dickinson & Wright #073337-01	\$ 4,700.00	
03/15/2017	04730	Ing Co #3300 & #3254	\$ 269.50	
03/15/2017	04731	LSG #2680	\$ 12,137.50	
05/04/2017	04746	Helicopter flyover	\$ 608.00	
06/22/2017	04788	Ing Co #3325	\$ 77.00	
06/22/2017	04789	Woodworth #550	\$ 305.53	
06/22/2017	04790	LSG #2789	\$ 3,240.00	
08/16/2017	04833	Ing Co #3439	\$ 115.50	
11/07/2017	04914	Woodworth #662, #592, #705, #737	\$ 6,077.76	
11/07/2017	04915	LSG #3026	\$ 4,515.00	
11/07/2017	04916	Ing Co #3226 & #3459	\$ 308.00	
11/07/2017	04917	Clinton Co: DR-2017-034	\$ 906.10	
11/08/2017	04926	Chattaway pmt 2	\$ 43,125.00	
11/08/2017	04922	Livingston County	\$ 705.16	
12/13/2017	04939	Helicopter flyover	\$ 524.00	
12/31/2017	04960	Chattaway Pmt 3	\$ 86,787.50	
12/31/2017	04961	Wombat Pmt 1	\$ 50,087.50	
12/31/2017	04962	Woodworth #758, #820	\$ 3,653.33	
12/31/2017	04963	LSG #3115	\$ 5,467.50	
12/31/2017	04964	Ing Co #3569	\$ 154.00	\$ 260,439.88
01/30/2018	04984	LSG # 3138	\$ 3,702.50	
03/09/2018	05005	LSG #3175	\$ 3,067.50	
03/09/2018	05006	Woodworth #00838 & 00880	\$ 7,578.36	
03/09/2018	05007	Wombat Pmt 2	\$ 26,250.00	
03/09/2018	05008	Ing Co #3630 & #3631	\$ 313.50	
04/24/2018	05043	Ing Co	\$ 3,215.28	

04/24/2018	05042	Livingston County #2877 & 2876	\$	822.79
04/24/2018	05041	Clinton Co:	\$	1,371.58
04/24/2018	05040	Independent	\$	1,287.60
04/24/2018	05039	LSG #3236	\$	3,580.00
04/24/2018	05040	Woodworth #900	\$	8,785.51
05/15/2018	05056	USA Today Network #1604347	\$	665.30
05/15/2018	05057	LSG #3277	\$	2,952.50
05/15/2018	05058	Woodworth #942	\$	5,880.17
05/15/2018	05059	Ingham Co #3685	\$	115.50
05/15/2018	05060	Mrs. Lee	\$	8,681.42
05/15/2018		JE Shiawassee Co (Extend Your Reach)	\$	2,234.88
06/08/2018	05072	Mrs. Lee	\$	148.02
08/28/2018	05131	Ing Co: #3725	\$	115.50
08/28/2018	05132	Woodworth: 957	\$	2,630.55
09/07/2018	05141	Wombat PP 3 of 3	\$	28,923.50
10/10/2018	05164	LSG: 3484	\$	3,377.50
10/10/2018	05165	Wombat	\$	6,000.00
11/27/2018	05197	Shiawassee ROD	\$	30.00
11/27/2018	05198	Livingston County #2942	\$	469.06
11/27/2018	05199	Ingham Co #3840	\$	154.00
11/27/2018	05200	LSG: #3577	\$	655.00
12/31/2018	05239	Ing Co: #3871	\$	115.50
12/31/2018	05240	LSG #3702	\$	1,620.00
12/31/2018	05241	Wombat	\$	37,308.68

Total	\$ 481,554.86
	\$ (31,331.46)