

LOOKING GLASS RIVER INTERCOUNTY DRAIN

DRAINAGE BOARD MEETING

Thursday, April 29, 2021

MEMBERS PRESENT: Michael Gregg, Board Chairperson, Michigan Department of Agriculture & Rural Development
Jon Morrison, Board Secretary, Clinton County Deputy 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
Pam Slee, Woodhull Township Supervisor
Chris Tomac, Wombat Services
Gary Boerson, Bath Township resident
Dennis Strahle, Eagle Township Trustee

Chairman Gregg called the meeting to order at 2:00 p.m.

2. Motion to elect a Secretary

Jon Morrison, Clinton County Deputy will serve as Secretary as Clinton County has been appointed the permanent Secretary of the Board.

3. Review and set the agenda

MOTION by Clos to approve the agenda as presented. SECOND by Recker. MOTION CARRIED UNANIMOUSLY.

4. Approval of the January 22, 2021 meeting minutes

Clos recommended a correction to the minutes to include a notation under item 4a. indicating that the bid opening took place at the Shiawassee County Drain Commissioner's office while the meeting was held via telephonic or video conferencing technology in accordance with P.A. 254 of 2020.

MOTION by Clos to approve the minutes of January 22, 2021 as corrected. SECOND by Recker. MOTION CARRIED UNANIMOUSLY.

5a. Receive/approve the contractor progress payment recommendations from the engineer

Boyer updated the Board on Contracts V and VI. Due to an unusually dry spring, Wombat Services was able to complete the upstream section of Contract V. After discussions with Clinton County Drain Commissioner Hanses and Boyer, Wombat was also able to progress an additional 700 feet downstream

from station 330+00 to 323+00. The additional work was completed in an area that is difficult to access and was recommended because Wombat had his equipment there. Wombat Services intends to complete the downstream section of Contract V this summer when water levels are at their lowest. Chattaway Excavating intends to begin work on Contract VI later in the summer with the work on that contract to be completed in 2022. Boyer recommended Board action on a change order and action to approve two progress payments.

- Contract V, Change Order No. 1 will increase the contract price to account for additional work between stations 323+00 and 330+00, an additional 700 feet of in-channel debris removal, log jam removal, and tree removal and selective clearing in the right of way for access. This work added \$4,196.50 to the Contract V total. Change Order No. 1 also will amend the terms of Contract V which was set up for payments in 1/3 increments. The recommended change will allow payment for the work that is complete which amounts to approximately 90% of the contract.
- Contract V Pay Application No. 1 – for a payment amount of \$69,924.00.
- Contract V Pay Application No. 2 – for a payment amount of \$25,183.23 that includes the \$4,196.50 as recommended in Change Order No. 1.

MOTION by Recker to approve a change in the Contract V amount to \$109,082.50 as presented by LSG Engineering and to authorize the Chair to sign Change Order No. 1. SECOND by Morrison. MOTION CARRIED UNANIMOUSLY.

MOTION by Recker to approve a change in the payment terms of Contract V as presented by LSG Engineering to amend the payment terms of Contract V and to authorize the Chair to sign Change Order No. 1. SECOND by Morrison. MOTION CARRIED UNANIMOUSLY.

MOTION by Morrison to approve Pay Applications 1 and 2 and to authorize the Chair to sign. SECOND by Newman. MOTION CARRIED UNANIMOUSLY.

5b. Treasurer's report

Jullie distributed a Treasurer's Report and discussed the finances of the district. Shiawassee County assessed their portion of the drainage district in 2020 and has advanced those funds to the District's construction account. Shiawassee County will be credited for the amount they assessed in 2020 when the entire district is assessed in 2021.

MOTION by Recker to receive & file the Treasurer's Report. SECOND by Newman. MOTION CARRIED UNANIMOUSLY.

6. Approval of invoices

Jullie presented the following invoice for approval:

- LSG Invoice #4969 in the amount of \$1,845.00.

MOTION by Newman to authorize payment of the invoice as presented. SECOND by Clos. MOTION CARRIED UNANIMOUSLY.

7. Other Business

Newman indicated the need to do sediment removal work at the very upstream end of the intercounty drain and would like to get this completed in 2022. Chair Gregg suggested having LSG perform survey work in the area to aid in determining the work limits. Recker stated that this work would benefit the Livingston County drains that enter the upstream end of the Looking Glass River Intercounty Drain.

The need to levy an assessment in 2021 was discussed.

MOTION by Newman to authorize an assessment in 2021 of \$180,00 plus pre-assessment of up to \$2,500 per mile pending evaluation of anticipated expenses by the district Treasurer Shiawassee County. SECOND by Clos. MOTION CARRIED UNANIMOUSLY.

8. Public Comment

Pam Slee, Woodhull Township Supervisor – Questioned how many more years of assessment to expect. Newman responded one or two more years.

Dennis Strahle, Eagle Township Trustee – Had multiple comments/questions:

- a. Board's intentions relative to performing work further downstream on the river like was reported in Other Business, item six in the January 22, 21 meeting's minutes. Morrison indicated that such work was completed under the direction of Eagle Township and not the Board's as the lower reaches of the river are not part of the currently established intercounty drain.
- b. Strahle indicated his preference to be proactive with preventative efforts being done such as removing trees before they fall into the River. Chris Tomac explained his methodology on the portions of the intercounty drain he has worked on for the Board.
- c. Asked to be included on future meeting notices and provided his email address - dstrahle@eagletownship.org.

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

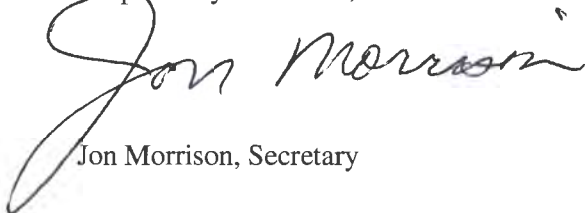
The next meeting will be set at the call of the Chair.

10. Adjourn

MOTION by Morrison to adjourn the meeting. SECOND by Recker. MOTION CARRIED UNANIMOUSLY.

Chair Gregg declared the meeting adjourned at 3:17 p.m.

Respectfully submitted,



Jon Morrison, Secretary

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

Minutes approved by the Drainage Board on _____.

LOOKING GLASS RIVER IC
 Drainage Board Meeting
THURSDAY, APRIL 29, 2021

NAME	TITLE/ADDRESS
Jon Morrison	CCDC Deputy - 100 B. State St, St. Johns
Chris Tomal	WOMBAT SERVICES
Alan Boyer	LSC Engr & Surv
KEN REICKER	LIV. COUNTY CHIEF DEPUTY
Mike Gregg	MDARD Chair
Tony Newman	Shia Co Dr Com
Carla Clor	Ingham Co Dr Com
Jenna Jalleri	Shiawassee Chief Deputy
Gary Boctsen	Beth Twp Resident
Pamela Slee	Woodhull Twp Supervisor
DENNIS STRAHLE	EAGLE TWP. TRUSTEE, 12833 W. EAGLE MI 48822

* Return to Jon Morrison, Clinton County DRAIN OFFICES

CHANGE ORDER NO. 01 – CONTRACT V

- 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: April 26, 2021
- E. CONTRACT NUMBER: N/A
- F. CONTRACT DATE: January
- G. CONTRACTOR: Wombat Services, LLC
- H. MAILING ADDRESS: 14381 Brennan Road
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	Project Qty.	Unit	Unit Cost	Scheduled Value
1 – CO 01	Sta 323+00 to 330+00 In Channel: Debris Removal, Log Jam Removal, and Tree Removal	700	LF	\$3.00	\$2,100.00
2 – CO 01	Sta 323+00 to 330+00 In ROW: Selective Clearing for Access ONLY	700	LF	\$2.995	\$2,096.50
	Total				\$4,196.50

CHANGE TO THE CONTRACT PRICE:

Original Contract Price:	\$ 104,886.00
Total Previous Change Orders	\$ 0.00
Current contract price, as adjusted by previous change orders:	<u>\$ 104,886.00</u>

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: \$ 4,196.50

The new Contract Price due to this Change Order will be:

\$ 109,082.50

CHANGE TO THE CONTRACT TERMS:

The current terms for payments to the Contractor are "partial payments and made in equal 33-1/3 % payments when each third of the work is completed. The Drainage Board may entertain more frequent partial payments when requested by the Contractor." Because there will be a number of months between the completion of the remaining approximately 10% of the work and the work already complete, the Contractor is requesting a change to the terms for payment to allow for payment of work completed to date."

CHANGE TO THE CONTRACT SCHEDULE:

There are no changes to the contract schedule.

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.

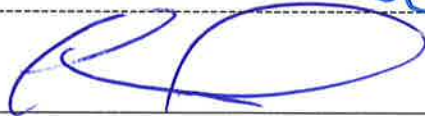
THE NOTED CHANGES ARE REQUESTED BY: LSG Engineers & Surveyors.
ENGINEER

DATE: April 26, 2021 BY  Alan D. Boyer, PE

THE NOTED CHANGES ARE APPROVED:

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

DATE: 4/29/2021 BY 

THE NOTED CHANGES ARE APPROVED: BY: 
CONTRACTOR

DATE: 4/29/2021 BY Wombat Services

END OF SECTION

Contractor's Application For Payment No. 1

	Application Period: 01/25/2021 to 04/09/2021	Application Date: 04/09/2021
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 Maintenance - CONTRACT V	Contract: Looking Glass River IC Drain-CONTRACT V	
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
TOTALS		
NET CHANGE BY CHANGE ORDERS	\$0.00	\$0.00

1. ORIGINAL CONTRACT PRICE	\$	\$104,886.00
2. Net change by Change Orders	\$	
3. CURRENT CONTRACT PRICE (Line 1 ± 2).....	\$	\$104,886.00
4. TOTAL COMPLETED AND STORED TO DATE (Col. F on Progress Estimate + Col. F Progress Estimate C.O.)	\$	\$ 69,924.00
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).....	\$	\$69,924.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$	\$ 0.00
8. AMOUNT DUE THIS APPLICATION	\$	\$69,924.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)	\$	\$34,962.00

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: Sixty-nine thousand nine hundred twenty-four and NO/100 dollars (\$69,924.00) (Line 8 or other - attach explanation of other amount)

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

April 9, 2021
(Date)

Payment of: Sixty-nine thousand nine hundred twenty-four and NO/100 dollars (\$69,924.00) (Line 8 or other - attach explanation of other amount)

is approved by:  Michael R. Kroger
(Owner)
Approved by:

4/29/2021
(Date)

SEE THE ATTACHED SIGNED INVOICE
By: Wombat Services

April 8, 2021
Date:

Progress Estimate

Contractor's Application

For (contract): Looking Glass River IC Drain Maintenance – CONTRACT V					Application Number: 1					
Application Period: 01/25/2021 to 04/09/2021					Application Date: 04/09/2021					
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)	% (E) 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	Sta 330+00 to 480+00 In Channel: Debris Removal, Log Jam Removal, and Tree Removal	15,000	LF	\$3.00	\$45,000.00	11,541.95	\$34,625.86	\$ 0.00	\$34,625.86	\$10,374.14
2	Sta 330+00 to 480+00 In ROW: Selective Clearing for Access ONLY	15,000	LF	\$2.995	\$44,925.00	11,541.95	\$34,568.14	\$ 0.00	\$34,568.14	\$10,356.86
3	Sta. 84+50 to 103+00 In Channel: Debris Removal, Log Jam Removal, and Tree Removal	1,850	LS	\$3.75	\$6,937.50	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,937.50
4	Sta. 84+50 to 103+00 In ROW: Selective Clearing for Access ONLY	1,850	LS	\$3.745	\$6,928.25	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,928.25
5	Soil Erosion and Sedimentation Control and Seeding	1	LS	\$1095.25	\$1095.25	66.67%	\$730.00	\$ 0.00	\$ 0.00	\$ 365.25
	Totals				\$104,886.00		\$ 69,924.00	\$ 0.00	\$730.00	\$34,962.00

Contractor's Application For Payment No. 2'

	Application Period: 04/09/2021 to 04/26/2021	Application Date: 04/26/2021
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 Maintenance - CONTRACT V	Contract: Looking Glass River IC Drain-CONTRACT V	
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
01	\$4,196.50	
TOTALS		
NET CHANGE BY CHANGE ORDERS	\$4,196.50	\$0.00

1. ORIGINAL CONTRACT PRICE	\$	\$104,886.00
2. Net change by Change Orders	\$	\$ 4,196.50
3. CURRENT CONTRACT PRICE (Line 1 ± 2).....	\$	\$109,082.50
4. TOTAL COMPLETED AND STORED TO DATE (Col. F on Progress Estimate + Col. F Progress Estimate C.O.)	\$	\$ 95,107.23
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).....	\$	\$95,107.23
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$	\$69,924.00
8. AMOUNT DUE THIS APPLICATION	\$	\$25,183.23
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)	\$	\$13,975.27

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: Twenty-five thousand one hundred eighty-three and 23/100 dollars (\$25,183.23) (Line 8 or other - attach explanation of other amount)

is recommended by:  Alan D. Boyer – LSG Engineers & Surveyors
(Engineer)

April 27, 2021

(Date)

Payment of: Twenty-five thousand one hundred eighty-three and 23/100 dollars (\$25,183.23) (Line 8 or other - attach explanation of other amount)

is approved by:


(Owner)
Approved by:

4/29/2021
(Date)

SEE THE ATTACHED SIGNED INVOICE

April 27 2021

By: Wombat Services

Date:

Progress Estimate

Contractor's Application

For (contract): Looking Glass River IC Drain Maintenance – CONTRACT V					Application Number: 2				
Application Period: 04/09/2021 to 04/26/2021					Application Date: 04/26/2021				
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)	% (E) 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	Sta 330+00 to 480+00 In Channel: Debris Removal, Log Jam Removal, and Tree Removal	15,000	LF	\$3.00	\$45,000.00	3,458.05	\$10,374.14	\$ 34,625.86	\$45,000.00	\$ 0.00
2	Sta 330+00 to 480+00 In ROW: Selective Clearing for Access ONLY	15,000	LF	\$2.995	\$44,925.00	3,458.05	\$10,356.86	\$ 34,568.14	\$44,925.00	\$ 0.00
3	Sta. 84+50 to 103+00 In Channel: Debris Removal, Log Jam Removal, and Tree Removal	1,850	LS	\$3.75	\$6,937.50	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,937.50
4	Sta. 84+50 to 103+00 In ROW: Selective Clearing for Access ONLY	1,850	LS	\$3.745	\$6,928.25	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,928.25
5	Soil Erosion and Sedimentation Control and Seeding	1	LS	\$1095.25	\$1095.25	23.34%	\$255.73	\$ 730.00	\$ 985.73	\$ 109.52
	Totals				\$104,886.00		\$ 20,986.73	\$ 69,924.00	\$90,910.73	\$13,975.27
1-CO01	Sta 323+00 to 330+00+00 In Channel: Removal	700	LF	\$3.00	\$ 2,100.00	2,100.00	\$ 2,100.00	\$ 0.00	\$2,100.00	\$ 0.00
2-CO01	Sta 323+00 to 330+00+00 In Channel: Clearing	700	LF	\$2.995	\$ 2,096.50	2,096.50	\$ 2,096.50	\$ 0.00	\$2,096.50	\$ 0.00
	Totals				\$109,082.50		\$ 25,183.23	\$ 69,924.00	\$ 95,107.23	\$13,975.27

Wombat Services, LLC

11541 Peet Road
Chesaning, Michigan 48616

Invoice 270409

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 River
Location: Upton Road to the end of work limits + 700 feet
Contact: Phil Hanes
Phone:

Project Dates: 04/09 - 04/24/2021

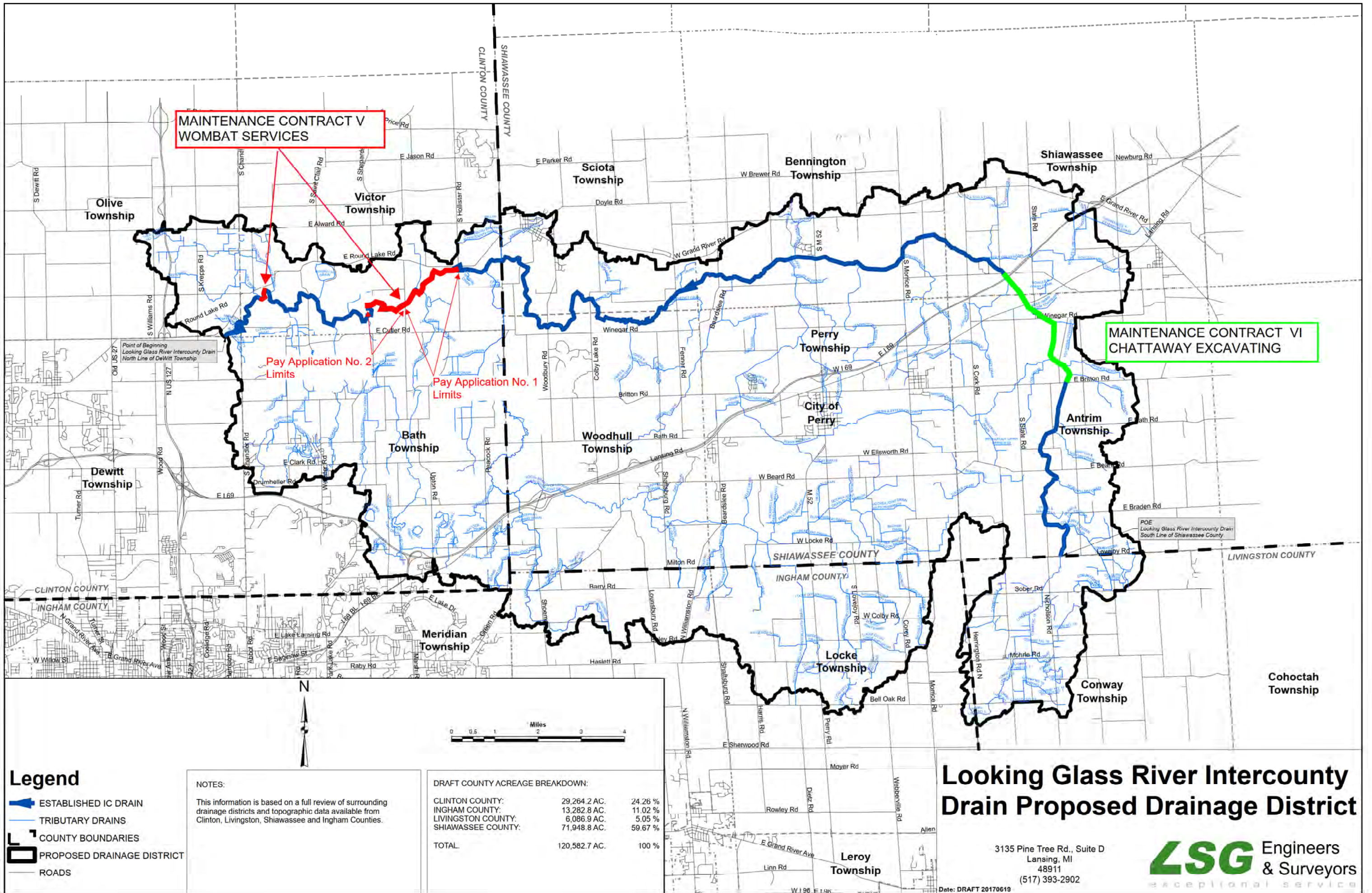
Email: Hanesp@clinton-county.org
Fax: 989-277-6469

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	
Looking Glass River IC Contract V + extra 700 feet	\$25,183.23
 Total	\$25,183.23

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



**MAINTENANCE CONTRACT V
WOMBAT SERVICES**

**MAINTENANCE CONTRACT VI
CHATTAWAY EXCAVATING**

Pay Application No. 2
Limits

Pay Application No. 1
Limits

- Legend**
- ESTABLISHED IC DRAIN
 - TRIBUTARY DRAINS
 - COUNTY BOUNDARIES
 - PROPOSED DRAINAGE DISTRICT
 - ROADS

NOTES:
This information is based on a full review of surrounding drainage districts and topographic data available from Clinton, Livingston, Shiawassee and Ingham Counties.

DRAFT COUNTY ACREAGE BREAKDOWN:

CLINTON COUNTY:	29,264.2 AC.	24.26 %
INGHAM COUNTY:	13,282.8 AC.	11.02 %
LIVINGSTON COUNTY:	6,086.9 AC.	5.05 %
SHIAWASSEE COUNTY:	71,948.8 AC.	59.67 %
TOTAL:	120,582.7 AC.	100 %

Looking Glass River Intercounty Drain Proposed Drainage District

3135 Pine Tree Rd., Suite D
Lansing, MI 48911
(517) 393-2902



Date: DRAFT 20170619