

**MILK RIVER INTERCOUNTY DRAIN DRAINAGE DISTRICT
DRAINAGE BOARD MEETING MINUTES
February 24, 2022**

A meeting of the Milk River Intercounty Drain Drainage Board was held on Thursday, February 24, 2022, located at City of St. Clair Shores City Hall, 27600 Jefferson Avenue, St. Clair Shores, Michigan, 48081.

Members Present

Michael R. Gregg, Chair, Michigan Dept. of Agriculture & Rural Development, State of MI
Elmeka N. Steele, Esq., Wayne County Drain Commissioner, Wayne County
Brian Baker, Chief Deputy, Public Works Office, Macomb County
Bryan Babcock, P.E., Director of Public Works/Water, City of St. Clair Shores
Frank Schulte, Administrator, City of Grosse Pointe Woods

Others Present

Kyle Seidel, Anderson, Eckstein and Westrick
Kip Walby, Southeast Macomb Sanitary District
Pete Trombley, Southeast Macomb Sanitary District
Marie Tighe, Southeast Macomb Sanitary District
William Snyder, City of Harper Woods
Russ Strassburg, Tetra Tech
Greg Tupancy, Tetra Tech
Susan Como, City of Grosse Pointe Woods
Stephen Saph, Jr., Nickel & Saph
John N. Johnson, Nickel & Saph

Others Present Via Teleconference

Moyna Moore, Wayne County
Brady Harrington, Michigan Dept. of Agriculture & Rural Development, State of MI
Mike Way, Village of Grosse Pointe Shores
Brent Avery, SEMSD

1. Call to Order

Mr. Gregg called the meeting to order at 10:00 a.m.

2. Approval of Agenda

Mr. Gregg proposed to amendment to the agenda to to add 6-f 1st Quarter Operations Budget to Actual under Unfinished Business.

3. Approval of the Minutes for:

a. January 27, 2022, Milk River Intercounty Drain Drainage District Board Meeting

Mr. Baker, moved to approve the amended minutes for the January 27, 2022, Milk River Intercounty Drain Drainage District Board Meeting with additional to replace Mr. Schultz with Mr. Kowalski under Board Members Present. The motion was supported by Mr. Babcock, Motion passed.

4. Reports

a. Operations and Maintenance

Mr. Trombley explained it has been a busy last 10 days. Discharge occurred last Thursday. Frozen ground just under an inch. Approximately 25.9 million gallons treated and discharged. Fecal and E. coli numbers were very good, well within limits. Total Residual Chlorine levels were good. Monday night into Tuesday we had a snow melt and 15 million gallons were captured. We are de-watering right now, we should be empty later this afternoon and will flush tomorrow.

Mr. Trombley stated we were able to get four runs from pump #5 with no issues. We are working towards the final acceptance numbers. We are currently at four individual starts and stops with no faults and 131 minutes run time. The SEMSD staff plans to clean the bar rack this afternoon and flush the basin. We have chlorine coming tomorrow morning to replenish our supplies. Pumps #4 and #5 the newest pumps to come back. Pump #4 has ongoing issues with the decreaser. We have not been able to the finalize acceptance times. We tried Pump #4 on the Thursday event and same greaser problem went wrong with the power pulsing and tripping. On Tuesday, we had personnel on site from Spence Brothers and Perceptive and they were able to witness the problem first hand.

Mr. Walby stated Jones Chemical has increased their invoice again by a couple of pennies.

Mr. Seidel reported that the U.S. Army Corp. of Engineers' six-month forecast continues to indicate that the water levels will be substantially lower as of June 2022 than June of 2020. They are predicting 15 inches lower than the high end and 22 inches lower than June 2020.

Mr. Walby reported the MRIDDD Budget will be presented at the April 2022 meeting.

Pictures were shown on the screen of the progression of the painting at the Milk River. Mr. Walby explained we are working on finishing touches in the pump room, down the hallway and pumps.

Mr. Seidel showed pictures of the weir and the plate extension which shows how substantially down the water is.

Mr. Baker, made a motion to receive and the Operation and Maintenance report. The motion was supported by Mr. Babcock. Motion passes.

b. Priority 1B and Select Improvements Project

Mr. Tupancy reported contractor is off-site and plans to be back when it's warmer. Working on the issues with the greaser. Penair hasn't addressed the check valves on whether they need to be in the line or not. Progress meetings are still on going and keeping pressure with the contractor. Big item is to finish up is the Scada System. The contractor needs to tell us it ready to be reviewed by engineering. Spence has to submit a plan to go through all of the Scada System. Mr. Trombley reported that Perceptive was on site and completed communications with the Requir Building.

Mr. Tupancy reported no changes on the allowance authorization. We did receive information from Spence and Tim is going through what he has to finish up. Ms. Steele reported they received a FOIA from Titas Welding asking for a copy of a pay app from December. There isn't one, so the FOIA was denied. The Summation report notes that Tetra Tech is up to date on invoices and tracking well.

Mr. Schulte made a motion to receive and file the Priority 1B and Select Improvements Project report. The motion was supported by Ms. Steele. Motion passes.

5. New Business

There was no New Business to report.

6. Unfinished Business

a. GPW Inspection Letter-Compliance

Mr. Walby noted the GPW inspection letter compliance is kept on the agenda as a tracking mechanism for everyone. To keep a better tab on the items a spreadsheet was provided to the board to keep track of the SEMSD items and what is complete. Mr. Walby showed pictures of the signs that were put up by the SEMSD and explained we are getting additional signs. Mr. Trombley is meeting with Adams Fire Extinguisher tomorrow. Working on the key fobs and the doors. Preparing bid specs for key fobs for the SEMSD and Milk River. Mr. Strassburg stated the other half of the inspection letter addresses Spence Brothers issues and he has asked Dave Weiss to take a look at it and appears we have covered everything and it may already be complete.

Mr. Schulte made a motion to receive and file the GPW Inspection Letter – Compliance report. The motion was supported by Mr. Baker. Motion passes.

b. Update-AT&T Cell Tower-Engineering Analysis

Mr. Strassburg noted they have the structural review is in hand and sent to our architects for their final sign off.

c. Milk River Generator Proposal

Mr. Strassburg presented the Standby Power Feasibility Study Update. The MRIDDD Retention Basin (RTB) is currently powered by two electrical sources from DTE. The MRIDDD Board desires to have some level of emergency standby power capacity in the event of a local or regional power outage. Most of the content comes from the RFP that was issued last fall. Mr. Strassburg explained they went through it line by line and tried to establish a reasonable budget. It's a not to exceed budget. It is billed for time and material for actual effort as opposed to lump some. They expect the work to be completed with 6 months of authorization. As part of the study there are several options be to identified and analyzed and it is unsure of how generators will be needed. Treta Tech recommends a budget of \$38,500 to be established for this effort based on the breakdown of hours they provided. Mr. Strassburg explained this may be executed as an amendment to the existing contract or as a separate task. The board had a discussion regarding bonds and if any would be available for this project.

Mr. Schulte made a motion to propose a separate stand alone contract for the generator proposal with Tetra Tech in the terms specified in the February 24, 2022 letter not to exceed \$38,500.00. The motion was supported by Mr. Babcock. Motion passes.

d. Property Insurance/Appraisal Quote

Mr. Saph and Mr. Johnson presented the Property Insurance Appraisal Quote for the buildings, contents and structures owned and operated by the District. Since no prior property coverage was in place, they started this process by contracting the services of an independent property appraiser to provide details including replacement costs valuations for all insurable exposures. It is this appraisal they shared with carriers known and accessible to us that offer property coverage to public entities. They approached four insurance carriers and recommend the proposal from

Argonaut Insurance. The annual premium is \$59,261.00. The deductible amount is \$100,000. The quote excludes the retention basin structure, but included is \$680,000 of retention basin equipment. Mr. Saph explained if the board wishes to secure coverage, we will endorse the property coverage onto the existing liability policy; the annual property premium declared above would be pro-rated for the remainder of the policy term (liability policy expires on October 27, 2022). The in-take pipe is not covered. Flooding of the Milk River structure is excluded. Mechanical breakdown is covered. Cyber coverage is not included in this quote. The terrorism is covered. During a covered event the extra expense would be covered with a \$500,000.00 limit. This quote includes a time element coverage of 72 hours. After a certain amount of hours (72) then the insurance starts paying. Mr. Walby suggest Nickel and Saph negotiate a time element coverage of 24 hours. Mr. Schulte would Nickel and Saph to provide a quote for cyber coverage.

Mr. Schulte made a motion for the approval of the insurance policy for the Milk River RTB with Nickel and Saph in the of \$59,261.00 to be paid out of the O&M fund balance with an effective date of February 24, 2022. The motion was supported by Mr. Baker. Motion passes.

e. PPC Update

Mr. Strassburg provided an update on the Project Performance Certification (PPC). Funds are available to execute. PPC Plan was submitted to EGLE last September. EGLE provided feedback to Tetra Tech. EGLE stated the PPC Plan was acceptable as is but would like 3 items included in the final report. The items are, the impact of the basin two weir extensions, discussion of in-system storage capacity and how cyber security is being implemented with Scada. We plan was to gather data this summer of 2022. Mr. Strassberg suggest to met with Mr. Walby and Mr. Seidel to go over how to execute the PPC Plan and discuss roles and responsibility. Mr. Strassberg stated a report is due to EGLE in 2023, but the Tetra Tech contract ends December 31, 2022. The MRIDDD board agreed to approve the extension of the Tetra Tech Professional Services Agreement to December 31, 2023 to complete the PPC task.

Ms. Steele made a motion to approve the extension of Tetra Tech Professional Service Agreement to December 31, 2023. The motion was supported by Mr. Schulte. Motion passes.

f. 1st Quarter Budget to Actual Update

Ms. Moore presented the 1st Quarter Operations and Maintenance Budget to Actual Report. Ms. Moore explained the board agreed to no longer report on miscellaneous contractual services since AEW and SEMSD already do in their monthly reporting. It was noted that the revenues is 51.99% invoiced. The next invoicing will begin in March, 2022. The interest on pooled cash is \$5,000. The rental amount from AT&T, we have received about 1/3% of what was expected. No expenses in office supplies. For fees and services, the SEMSD has been paid for the October, 2021 invoice, which is 11% of the budget. Engineers services as needed \$10,146 was paid about 25% of budget. Legal services \$6,125 was paid about 27% of budget. Regarding the Total County Chargeback, the Central Service Chargeback is at 23% of budget and Indirect Cost Expense is 35% of budget. The Misc. Contractual Service was adjusted to \$172,917 then SEMSD October invoice was paid for \$30,018 which is approximately 15% of budget. The Sewer Disposal Charges is approximately 44% of the 9-month budget. Both the county and SEMSD pay utilities so \$11,000 has been sent to the Misc. Contractual Services for the SEMSD payment of utilities and \$26,000 paid through the county which is almost \$15% of budget. For gas and water/sewage only the SEMSD has paid for those utilities and sent to the Misc.

Contractual Services. Total repair and maintenance have been moved to Misc. Contractual Services. Ms. Moore noted the proposal for generator charges from Tetra Tech should be paid out of the engineering services and make a budget revision. Milk River will no longer pay AEW invoices directly. The invoices will be group together with the SEMSD monthly invoicing. The \$40,000 under Engineering Services will be reduced and sent to the Misc. Contractual Services. Ms. Moore noted November and December invoices have been paid up to date.

A discussion of landscaping expense that was approved in 2021 but the expense hit in 2022. Ms. Moore stated she can have a separate section below the quarterly budgets to explain what is be abstracted out of O&M fund balance.

A motion to receive and file the 1st Quarter Budget to Actual Report was made by Mr. Baker. The motion was supported by Babcock. Motion Passes.

7. Approval of the SEMSD Operations and Maintenance Invoice

Mr. Walby reviewed the monthly invoice and pass-thru costs as noted in the Board Packet.

Mr. Babcock noted some of the board packet documentation was not received by the board members until late last night. The board agreed if you do not have your board packet documentation ready by the Monday before the board meeting by 12:00pm, you should bring copies and passed out at the board meeting.

A motion to approve the SEMSD Operations and Maintenance Invoice as presented was made by Mr. Babcock. Mr. Schulte supported the motion. Motion passed.

8. Public Comment

Mr. Gregg announced Public Comment and asked for any public participants to identify themselves before making a public comment. No public comment was made.

9. Next Drainage Board Meeting

The next regularly scheduled board meeting is planned for Thursday, March 24, 2022, at 10:00 a.m. This meeting will be held at St. Clair Shores City Hall. 27600 Jefferson, St. Clair Shores, MI 48081.

10. Adjournment

Mr. Baker moved to adjourn the MRIDDD meeting. The motion was supported by Mr. Schulte. Motion adopted.

There was no further discussion to come before the Drainage Board. The meeting adjourned at 12:00 p.m.



Brian Baker, Chief Deputy Macomb County Public Works Commissioner

NOTE: The foregoing minutes are subject to Milk River Intercounty Drain Drainage Board approval.