

**NOTICE OF MEETINGS**  
**DRAINAGE BOARD FOR THE FOLLOWING DRAINS:**

1. George W. Kuhn Drain
2. Drainage District Policy
3. Acacia Park CSO
4. Birmingham CSO
5. Bloomfield Village CSO
6. Clinton River Water Resource Recovery Facility
7. Augusta Drain
8. Joachim Drain
9. Pontiac Clinton River No. 1 Drain
10. Evergreen-Farmington Sanitary Sewer Drain

NOTICE IS HEREBY GIVEN THAT MEETINGS OF THE DRAINAGE BOARD FOR THE ABOVE-MENTIONED DRAINS WILL COMMENCE IN THE OAKLAND COUNTY PUBLIC WORKS BUILDING, ONE PUBLIC WORKS DRIVE, WATERFORD, MICHIGAN, AND VIA **MICROSOFT TEAMS** AT 2 P.M., ON **TUESDAY, OCTOBER 24, 2023**, TO CONDUCT NECESSARY AND APPROPRIATE BUSINESS OF THE DRAINAGE BOARDS. THOSE WHO WISH TO PARTICIPATE REMOTELY MAY FOLLOW THE INSTRUCTIONS ATTACHED TO THIS NOTICE. ALL BOARD MEMBERS WILL BE PARTICIPATING IN-PERSON.

DURING THE MEETING, THERE WILL BE AN AGENDA ITEM FOR PUBLIC COMMENT, DURING WHICH THE PUBLIC MAY PROVIDE INPUT OR ASK QUESTIONS OF THE BOARD. IN THE EVENT A MEMBER OF THE PUBLIC WOULD LIKE TO SUBMIT THEIR INPUT OR QUESTIONS TO BE READ AT THE MEETING BY THE BOARD CHAIRPERSON, PLEASE PROVIDE THE INPUT OR QUESTIONS IN WRITING TO STEPHANIE LAJDZIAK AT [LAJDZIAKS@OAKGOV.COM](mailto:LAJDZIAKS@OAKGOV.COM). PERSONS WITH DISABILITIES WHO NEED ASSISTANCE PARTICIPATING IN THE MEETING SHOULD CONTACT STEPHANIE LAJDZIAK AT [LAJDZIAKS@OAKGOV.COM](mailto:LAJDZIAKS@OAKGOV.COM).

JIM NASH  
Oakland County Water Resources Commissioner  
Telephone: 248-858-0958

Posted by: October 19, 2023

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**Chapter 20 Drainage Board Meeting**  
Regular Meeting – Tuesday, October 24, 2023

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**1. George W. Kuhn Drain**

## **AGENDA**

### **DRAINAGE BOARD FOR THE GEORGE W. KUHN DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of September 26, 2023
3. Public Comments
4. Present Memorandum from Lynne Seymour, P.E., Chief Engineer, dated October 24, 2023, requesting the Board accept the terms of the Agreement and authorize the Chairman, on behalf of the District, to allow the Clinton River Watershed Council to administer the RainSmart Rebates Equity Grant
5. Present Memorandum from Lynne Seymour, P.E., Chief Engineer, dated October 24, 2023, requesting the Board authorize an additional \$80,000 to the original project planning budget to complete the program development, promotion, and implementation activities necessary for the successful implementation of the RainSmart Rebates Pilot Program
6. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$397,342.10
7. Closed Session as permitted under section 8(h) of the Open Meetings Act and which is exempt from public disclosure as subject to the attorney-client privilege pursuant to section 13(1)(g) of the Freedom of Information Act
8. Other business
9. Approve pro rata payment to Drainage Board members
10. Adjourn



**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE GEORGE W. KUHN DRAIN**

September 26, 2023

A meeting of the Drainage Board for the George W. Kuhn Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 26<sup>th</sup> day of September 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: None.

Minutes of the meeting held August 22, 2023, were presented for consideration. It was moved by Markham, supported by Woodward, that the minutes be approved.

ADOPTED: Yeas - 3  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

A memorandum from George Nichols, P.E., Civil Engineer III, dated September 26, 2023, requesting the Board retain the services of Hubbell, Roth, and Clark to proceed with the professional construction engineering services for the 2023 Sewer Cleaning and Inspection project for the not-to-exceed amount of \$48,150 and to authorize the Chairperson to sign the proposal of behalf of the Drainage Board was presented. It was moved by Markham, supported by Woodward, to proceed with the professional construction engineering services for the 2023 Sewer Cleaning and Inspection project for the not-to-exceed amount of \$48,150 and to authorize the Chairperson to sign the proposal of behalf of the Drainage Board as presented.

ADOPTED: Yeas - 3  
Nays - 0

A memorandum George Nichols, P.E., Civil Engineer III, dated September 26, 2023, requesting the Board retain the services of Hubbell, Roth, and Clark to proceed with establishing plans and specifications for the 2024 Sewer Cleaning and Inspection project for the not-to-exceed amount of \$32,700 and to authorize the Chairperson to sign the proposal on behalf of the Drainage Board was presented. It was moved by Markham, supported by Woodward, to retain the services of Hubbell, Roth, and Clark to proceed with establishing plans and specifications for the 2024 Sewer Cleaning and Inspection project for the not-to-

exceed amount of \$32,700 and to authorize the Chairperson to sign the proposal on behalf of the Drainage Board as presented.

ADOPTED: Yeas - 3  
Nays - 0

A memorandum from Lynne Seymour, P.E., Chief Engineer, dated September 26, 2023, requesting the Board authorize \$200,000 over two years (2024-2025) for the distribution of homeowner rebates after successful installations of rain gardens, rain barrels and trees through the RainSmart Rebates Program was presented. It was moved by Markham, supported by Woodward, to authorize \$200,000 over two years (2024-2025) for the distribution of homeowner rebates after successful installations of rain gardens, rain barrels and trees through the RainSmart Rebates Program as presented.

ADOPTED: Yeas - 3  
Nays - 0

A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$123,480.23 (as attached) was presented. It was moved by Markham, supported by Woodward, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$123,480.23.

ADOPTED: Yeas - 3  
Nays - 0

A motion was made by Markham, supported by Woodward, to enter into closed session at 3:03 p.m. to discuss a memorandum with the Drainage District's attorney, which is exempt from disclosure as subject to attorney-client privilege pursuant to section 13(1)(g) of the Freedom of Information Act.

ADOPTED: Yeas - 3  
Nays - 0

Chairperson Nash declared the closed session ended at 3:22 p.m.

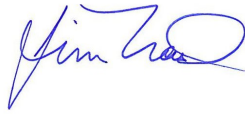
It was moved was moved by Markham, supported by Woodward, to adopt the recommendation as presented in closed session.

ADOPTED: Yeas - 3  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham and Mr. Woodward

ADOPTED: Yeas - 3  
Nays - 0

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "Jim Nash", with a stylized flourish at the end.

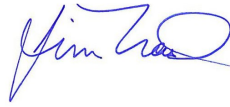
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Jim Nash, Chairperson

STATE OF MICHIGAN                     )  
  )SS.  
COUNTY OF OAKLAND                 )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the George W. Kuhn Drain, Oakland County, Michigan, held on the 26<sup>th</sup> day of September 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for George W. Kuhn Drain Drainage District.



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Jim Nash, Chairperson

Dated: September 26, 2023

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER****MEMORANDUM**

**TO:** Jim Nash, Chairman  
George W. Kuhn Drainage Board

**FROM:** Lynne Seymour, P.E., Chief Engineer

**SUBJECT:** RainSmart Rebates Equity Grant

**DATE:** October 24, 2023

Throughout the planning process for the GWK residential green infrastructure pilot program, RainSmart Rebates, the WRC and its pilot partners focused on creating a component of the program to address equity. The RainSmart Rebates Equity Grant was developed to assist homeowners who cannot purchase or install green stormwater infrastructure (GSI) features themselves and need additional assistance.

Of the 14 municipalities within the GWK Drain Drainage District, four have been classified as either "Overburdened" or "Significantly Overburdened" by the Michigan Department of Environment, Great Lakes, and Energy. Those communities make up roughly 20% of the District. Therefore, RainSmart Rebates will reserve 20% of its total rebate budget to be utilized as an equity grant. The equity grant serves to remove barriers for homeowners who have the ability to maintain the GSI but may not have the physical ability or financial means to front the costs to install the feature on their property.

The Clinton River Watershed Council (CRWC) is a vital partner to the RainSmart Rebates program and will be conducting all homeowner site assessments. They have also agreed to take on the additional responsibility of administering the RainSmart Rebates Equity Grant. In doing so, they will conduct the site assessment but waive the \$25 fee. They also will purchase and install the approved stormwater features for any homeowner who applies for RainSmart Rebates and indicates a need for additional assistance. Homeowners who utilize the RainSmart Rebates Equity Grant will be held to the same \$2,000 per property limit as those who go through the program without additional assistance. However, rebates will not be distributed to those in need of the Equity Grant. Rather, that money will be used to cover the cost of purchasing and installing the stormwater features.

With feedback from CRWC's staff and attorney, WRC's legal team developed the attached contract for the RainSmart Rebates Equity Grant. The contract describes the terms, conditions, roles and responsibilities for the CRWC and WRC staff acting on behalf of the District.

**Requested Action: Accept the terms of the Agreement and authorize the Chairman, on behalf of the District, to allow the CRWC to administer the RainSmart Rebates Equity Grant.**

**AGREEMENT BETWEEN THE GEORGE W. KUHN DRAIN DRAINAGE DISTRICT  
AND  
THE CLINTON RIVER WATERSHED COUNCIL**

This Agreement is entered into on this \_\_\_\_ day of \_\_\_\_\_, 2023 ("Effective Date") between the GEORGE W. KUHN DRAIN DRAINAGE DISTRICT, a Michigan statutory public corporation established in accordance with Chapter 20 of the Michigan Drain Code, Public Act 40 of the Public Acts of 1956, as amended (MCL 280.461 *et seq.*), whose address is One Public Works Drive, Building 95-West, Waterford, Michigan, 48328 (hereafter, the "DISTRICT") and the CLINTON RIVER WATERSHED COUNCIL, a non-profit organization operating under Section 501(c)(3) of the U.S. Internal Revenue Code, whose address is 1115 West Avon Road, Rochester Hills, Michigan, 48309 (hereafter, the "COUNCIL"). In this Agreement, either the District and/or the Council also may be referred to individually as a "Party" or jointly as "Parties."

**Recitals**

**WHEREAS** the District and the Council desire to create a Residential Green Stormwater Infrastructure Rebate Program ("the Program") designed to promote nature-based stormwater management practices to reduce the amount of treated stormwater released into the Red Run Drain by the District's retention and treatment facility following heavy localized rainfall; and

**WHEREAS** the Council is dedicated to protecting, enhancing, and celebrating the Clinton River, its watershed, and Lake St. Clair; and

**WHEREAS** the District and the Council further desire to offer this program to those residing within District boundaries whose circumstances, either financial or otherwise, might exclude them from participating in the Program; and

**WHEREAS** twenty percent (20%) of the total rebate budget for the Program shall be granted by the District to the Council to cover the cost of installing Residential Green Stormwater Infrastructure for those who lack the financial means or physical ability to install such infrastructure as evidenced by a completed hardship exemption form; and

**WHEREAS** such installation will be conducted by the Council upon authorization by the Water Resources Commissioner's office acting on behalf of the District; and

**WHEREAS** the forms and related documentation shall be retained as records of the District; and

**WHEREAS** assisting residents' efforts to limit stormwater runoff using nature-based techniques within urban areas served by a combined sewer system is important in reducing pollution; and

**WHEREAS** the District operates a combined sewer system where both stormwater and wastewater flow into the same pipes for transport to the Great Lakes Water Authority for treatment; and

**WHEREAS** constructing residential rain gardens, installing rain barrels, and planting trees are an effective means of reducing stormwater runoff from individual residential properties; and

**WHEREAS** the District serves all or part of fourteen (14) municipalities within its boundaries which include the cities of Berkley, Birmingham, Clawson, Ferndale, Hazel Park, Huntington Woods, Madison Heights, Oak Park, Pleasant Ridge, Royal Oak, Southfield, and Troy and the Charter Township of Royal Oak, and the Village of Beverly Hills; and

**NOW, THEREFORE**, in consideration of these premises and the mutual promises, representations, and agreements set forth in this document, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the District and the Council mutually agree as follows.

#### **Article I. Statement of Purpose.**

- 1.1 Purpose. The purpose of this Agreement is to authorize the District and the Council to assist homeowners residing in the District to help limit the amount of stormwater entering the District's combined sewer system by providing guidance, financial, and physical assistance, in the manner described herein.

#### **Article II. Definitions.**

In addition to the above-defined terms (i.e., "District", "Council", "Party" and "Parties") and any terms defined in other sections of this Agreement (e.g., "Services"), the Parties agree that the following words and expressions, whether used in the singular or plural, possessive or non-possessive, and/or either within or without quotation marks, shall be defined and interpreted as follows:

- 2.1 "Agreement" shall mean each of the various provisions and parts of this document, including all attached Exhibits and any amendments thereto, as may be executed and approved by the Parties.
- 2.2 "Rain Garden" shall mean a bioretention facility comprised of at least seventy-five percent (75%) native plants designed to capture stormwater runoff via pipes, gutters and/or impervious surfaces for reabsorption into the soil.



- 2.3 "Rain Barrel" shall mean a container specifically utilized to collect and store stormwater runoff typically from rooftops for later use on lawns, gardens, or outdoor or indoor plants.
- 2.4 "Guidance" shall mean providing advice, direction, or counseling to assist homeowners to increase their knowledge of environmental stewardship to enable them to develop an efficient means of reducing the amount of stormwater entering combined sewer pipes within the District.
- 2.5 "Assistance" shall mean help to aid District residents in purchasing and installing a combination of up to two (2) rain barrels per property, two (2) native-to-Michigan trees with a minimum height of at least five (5) feet per property, or a rain garden.
- 2.6 "Claim(s)" shall be defined to include any and all alleged claims, complaints, demands for relief or damages, lawsuits, and causes of action, whether in law or equity, tort, contract, or otherwise, by third parties, arising out of the installation of any bioretention facility, but does not include claims between the Parties.

### **Article III. District Responsibilities.**

- 3.1 The District agrees to provide a one-time, initial grant of eight thousand five hundred dollars (\$8,500) to the Council for the specific purpose to purchase rain barrels, trees, materials to install rain gardens and to cover associated installation costs. As that amount decreases with site assessments and installations, described more fully in Section 4.2, the District will allow WRC staff to award additional grants up to the maximum twenty percent (20%) of the yearly rebate budget.
- 3.2 Any funds not disbursed for the purposes described in Section 3.1 shall, at the expiration of this Agreement, be returned to the District within ninety (90) days along with a full accounting of such expenditures.
- 3.3 WRC staff will provide the Council with a list of applicants wishing to participate in the Program who qualify for the hardship exemption.
- 3.4 This Agreement is neither intended, nor shall it be interpreted, to create, change, or otherwise affect or control, in any manner any employment right, privilege, benefit, or any other term or condition of employment, of any kind or nature whatsoever, in, upon, or for any Oakland County agent or Water Resources Commissioner (WRC) personnel. Except as expressly provided for under the terms of this Agreement and/or laws of this state, no Oakland County agent or WRC personnel, while such person is currently and/or actively employed by the County shall be employed or utilized to perform any other services by or for the Council during the term of this Agreement.

### **Article IV. Council Responsibilities.**

- 4.1 For residents unable to afford the initial cost of purchasing materials or lack the physical ability to install such infrastructure as evidenced by the completion of the hardship exemption form, but who nevertheless desire to participate in the program, such purchases and installation shall be conducted by the Council upon approval by the District.



- 4.2 The Council will conduct site assessments for each applicant on the list generated by WRC staff. The Council will determine the most appropriate type of green stormwater infrastructure system and/or stormwater management system for the residential site. Such assessment will consider the soil characteristics and topography of the property to determine whether there are any physical obstacles or landscape issues which might impact participation in the Program. The Council will update the District with how many applicants decide to follow through with the program, what green stormwater infrastructure feature(s) they would like installed, recommendations from the Council, if any, and the additional funding needed to support the program. After installations are complete, the Council will provide the District with a list of participants who received assistance along with supporting documentation, including but not limited to receipts, photos, drawings, mileage and staff time.
- 4.3 The Council will prepare a site-specific report for each property assessment and provide a copy of such report to the homeowner and to the WRC staff acting on behalf of the District.
- 4.4 The Council will consult with WRC staff when assessing the site to determine the most appropriate method of stormwater management available through the Program and will endeavor to gain an understanding and appreciation of the needs and expectations of those residents participating in the Program and will, where practicable, provide stormwater management materials to meet those expectations and needs.
- 4.5 The Council shall maintain, during the term of this Agreement, insurance coverage of at least one million dollars (\$1,000,000) in Commercial General Liability for each occurrence which names the County of Oakland and County agents as additional insured and shall provide a certificate of insurance to the District.
- 4.6 This Agreement is neither intended, nor shall it be interpreted, to create, change, or otherwise affect or control, in any manner and employment right, privilege, benefit, or any other term or condition of employment, of any kind or nature whatsoever, in, upon, or for any Council agent or personnel. Except as expressly provided for under the terms of this Agreement and/or laws of this state, no Council agent or personnel, while such person is currently and/or actively employed by the Council, shall be employed or utilized to perform any other services by or for the District or the WRC during the term of this Agreement.

#### **Article V. Term; and Termination.**

- 5.1 Term. The Parties agree that the term of this Agreement shall begin on the Effective Date of this Agreement. This Agreement shall be effective for an initial term of three (3) years from the Effective Date and shall be automatically extended for additional ten (10) terms of three (3) years, unless terminated as provided herein, or otherwise agreed to in writing by the Parties.
- 5.2 Termination. Notwithstanding any other term or provision in any other section of this Agreement, either Party, upon a minimum of thirty (30) calendar days' written notice to the other Party, may terminate this Agreement for any reason, including convenience, without incurring any penalty, expense, or liability to the other Party. The effective date for any such termination shall be clearly stated in the notice.

- 5.3 Notices. Notices under this Agreement shall be sent by first-class mail and/or by personal delivery as follows:

To the District:  
GEORGE W. KUHN DRAIN DRAINAGE DISTRICT  
Attn: Jim Nash  
One Public Works Drive, Bldg. 95-West  
Waterford, MI 48328

To the Council:  
CLINTON RIVER WATERSHED COUNCIL  
Attn: Jennifer Hill  
1115 West Avon Road  
Rochester Hills, MI 48309

- 5.4 Survival of Certain Terms and Conditions Following Termination or Expiration of Agreement. The Parties agree that record-keeping and audit requirements, any payment obligations to the other Party, and/or any other related obligations provided for in this Agreement with regard to any acts, occurrences, events, transactions, or Claim(s) either occurring or having their basis in any events or transactions that occurred during the term of this Agreement, shall survive the termination or expiration of this Agreement.
- 5.5 Cooperation Following Termination of Agreement. In the event the Agreement is terminated as provided herein, the Parties agree to cooperate in all respects and assist in the wind down of the Program.

**Article VI. Agreement Approval; Effective Date; and Amendments; Changes to Scope of Services.**

- 6.1 Agreement Approval; Amendments; and Effective Date. Except as otherwise provided herein, this Agreement, and/or any subsequent amendments thereto, shall become effective only upon the written approval by both the Council and the District. The Effective Date of this Agreement, and any amendments hereto, shall be the date as reflected in the opening paragraph of this Agreement. This Agreement sets forth the entire understanding of the Parties concerning the subject matter contained herein.
- 6.2 Successor and Assigns. This Agreement is for the benefit of the Parties and their respective successors and assigns, subject to the provisions of this Agreement precluding assignment.
- 6.3 Governing Law. This Agreement is made and entered into in the State of Michigan, County of Oakland and shall be interpreted, enforced, and governed under the laws of the State of Michigan. The language of this Agreement is intended to be construed as a whole according to its fair meaning and not construed strictly for or against any Party.

**IN WITNESS WHEREOF**, this Agreement is executed by the Parties on the date hereafter set forth in the opening paragraph of this Agreement.

**GEORGE W. KUHN DRAIN DRAINAGE DISTRICT**

By: \_\_\_\_\_  
Jim Nash, Chairperson

**CLINTON RIVER WATERSHED COUNCIL**

By: Shawn Keenan  
Shawn Keenan, President  
Clinton River Watershed Council Board of Directors

By: Jennifer Hill  
Jennifer Hill, Executive Director  
Clinton River Watershed Council



**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER****MEMORANDUM**

**TO:** Jim Nash, Chairman  
George W. Kuhn Drainage Board

**FROM:** Lynne Seymour, P.E., Chief Engineer

**SUBJECT:** GWK RainSmart Rebates Pilot Program

**DATE:** October 24, 2023

On December 13, 2022, this Board authorized \$150,000 for the planning and development of the RainSmart Rebates pilot program. This funding allowed the District to contract with the Center for Watershed Protection (CWP) and the Clinton River Watershed Council (CRWC) to develop the framework of the program and anticipated implementation costs.

Over the past several months of developing the program, it became evident that the amount of assistance needed to adequately track, promote, monitor, and conduct site assessments was insufficient. To ensure program efficiencies and proper tracking, the WRC has asked the CWP to create a more robust GIS database system. This task was not included in the original proposal. The WRC also requested additional assistance from the CRWC that falls beyond the scope of the original proposal. That includes additional program development and increasing its capacity to perform annual site visits from 35 to 400.

**Requested Action: Authorize an additional \$80,000 to the original project planning budget to complete the program development, promotion, and implementation activities necessary for the successful implementation of the RainSmart Rebates Pilot Program.**

# Memorandum

**Date:** September 28, 2023

**To:** Stephanie Petriello and Lynne Seymour, P.E.  
Oakland County Water Resources  
Commissioner's Office

**From:** Chris Swann  
Center for Watershed Protection, Inc.

**Re:** GWK Residential Green Stormwater  
Infrastructure Enhanced Tracking System



11711 East Market Place, Suite 200  
Fulton, MD 20759

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CWP has been working with the Oakland County Water Resources Commissioner's Office on the development of a pilot program to promote the use of green stormwater infrastructure (GSI) practices in targeted residential areas to reduce stormwater runoff and improve water quality. Task 5 under that initial scope included the development of a GSI Tracking System for GWK to keep track of project applications and completed projects.

Discussions with GWK staff and CWP resulted in the realization that the initial scope of the tracking system did not meet the requirements of the program. This memo presents an estimate for a revised scope that will allow the tracking system to meet all the program needs identified in meetings between GWK and CWP.

## **Project Schedule**

The project start date is the date of contract execution. This work will involve a series of five tasks (5.1 to 5.5) that will be completed in two phases: the first phase is to meet the deadline for project role out in 2023, and the second phase will involve the development of the public facing web app and the supporting internal infrastructure to support that web map.

### **5.1. Build Central Dataset**

This task consists of the design of the central geodatabase's structure in spreadsheet format for client review/confirmation. While the turnaround time for this review will need to be prompt in order to ensure the system can be developed by December 1, 2023, this review is very important, as the attribute fields within the central dataset cannot be easily added to or modified further along in the survey form configuration process. Once the design is approved, a final geodatabase will be developed and uploaded to AGOL and configured along with any other necessary un-editable/reference data layers, which will be housed in a central web map.

### **5.2. Build Public Application Survey123 Form**

This task involves constructing the XLSForm for the Public Application Survey and connecting it to a child/view layer of the central hosted feature layer. This will ensure that the public can submit data to the central dataset through the form (interacted with on the Survey123 website), but it will prevent the public from being able to view, edit, or export any data submitted through the Public Application Survey.

### **5.3 Build Internal Field Assessment Survey123 Form**

This task involves constructing the XLSForm for the Internal Field Assessment Survey and connecting it to the central dataset (either directly or through another child/view layer—to be

determined through further testing). This task also includes researching, building, and linking one Word document template to the Internal Field Assessment Form Survey and building a template for custom reporting so all survey responses can be outputted in a single PDF report. This single PDF report can then be split into separate PDF reports for each individual site.

#### **5.4. Review and Finalize System**

This task will consist of developing and delivering a presentation on the tracking system at a meeting. The client will provide feedback at this time and CWP will incorporate feasible revisions into this system during this task. CWP will share additional information with the client about feasible edits at each stage of the process.

#### **5.5. Build Public-Facing Child System (Public Web App)**

In 2024, CWP will develop a public-facing web application (“web app”) that showcases desired information about the program. This web app will include an interactive web map, widgets (i.e., configured tools to interact with the data), and possibly also narrative blurbs in the form of pop-ups or side panels. The client will provide details on the information they wish to share publicly and their goals for the web app. To build the new interactive map, CWP will create a new child/view layer of the central dataset to include information desired by the client, and CWP will create the web map and configure pop-ups and symbology for the desired reference data layers. Time will be provided to review and test the app and incorporate client feedback.

### **Budget**

CWP’s cost to complete the above scope is **\$14,450.00**. A detailed task-by-task budget is appended to this proposal.

## **Contract Terms**

The following terms apply to this scope of work:

1. While no expenses are foreseen for this project, any that do arise will be submitted to the client for approval prior to purchase and will be invoiced with a 10% markup.
2. All costs above and beyond the proposed amount will be billed only with prior approval from the client.
3. If the source of funding is federal, a Catalogue of Federal Domestic Assistance number must be supplied to the CWP before the project starts.
4. The Client shall at all times indemnify and save harmless CWP and its officers, agents and employees on account of any claims, damages, losses, litigation, expenses, counsel fees, and compensation arising out of any claims, damages, personal injuries, property losses and/or economic damages sustained by or alleged to have been sustained by any person or entity, caused in whole or in part by the performance of the work or any negligent act or omission of the Client, its agents, employees, or subcontractors in connection with the project.
5. The Client acknowledges that CWP is a corporation and agrees that any claim made by the Client arising out of any act or omission of any director, officer, or employee of CWP in the performance of this or any other agreement between the parties shall be made against the corporation and not against such director, officer, or employee individually. Any breach of this section shall entitle such director, officer, or employee of CWP to, in addition to all other relief, costs and reasonable attorneys' fees.
6. The Client or CWP may terminate this Agreement at any time, by providing ten (10) days' written notice, for any reason whatsoever. In the event of such termination, CWP will be paid a pro rata amount of the compensation due for work performed up to the date notice of such termination is provided.
7. CWP shall comply with all applicable federal, state, and local laws, rules, ordinances, decisions, and executive orders dealing with affirmative action and nondiscrimination in employment and with subcontracting to disadvantaged, minority-owned, and woman-owned businesses. In addition, CWP shall comply with all policies, plans, and procedures the Client may have with respect to such matters.
8. If this Agreement involves the expenditure of federal funds all required federal clauses are incorporated herein by reference as if fully set forth, including, but not limited to, those clauses found in Title 48 of The Code of Federal Regulations, Chapter 1, Parts 52 and 53 of The Federal Acquisition Regulations. CWP is required to complete all forms and reports required by law and the Client.

If you have any questions or concerns about this proposal, please contact Greg Hoffmann at [gph@cwpl.org](mailto:gph@cwpl.org).

GWK Residential GSI Pilot Program  
Cost: \$14,450.00

APPROVED:

Center for Watershed Protection, Inc.

George W. Kuhn Drain Drainage District

  
Signature

Signature

**Hye Yeong Kwon**

Name

Name

***Executive Director/CEO***

Position

Position

**October 13, 2023**

Date

Date





Jennifer Hill  
Executive Director  
Clinton River Watershed Council

1115 W Avon Road, Rochester Hills, MI 48309 248-601-0606 crwc.org contact@crwc.org



1115 W Avon Road, Rochester Hills, MI 48309 248-601-0606 crwc.org contact@crwc.org



#### Task 4 (2023 – 2025)

##### Project Administration:

CRWC requires staff time to attend partner meetings, generate reports and process financials for the project, coordinate logistics, and complete data management.

##### **Timeline and Activities**

CRWC will follow the timeline laid out in the attached table to complete identified activities.

##### **Budget**

CRWC has developed an updated three-year budget which represents the resources required to complete the project as outlined. Given the original contract of \$30,189 and the cost needed to fulfill the expanded scope, \$163,565.61, an additional \$133,376.61 is being requested.

RainSmart Program: CRWC Budget CY23-CY25				
	CY2023 Budget	CY2024 Budget	CY2025 Budget	Total Budget (2023-2025)
<b>Staffing</b>				
CRWC Salaries ( <i>includes project admin.</i> )	\$9,349.00	\$17,264.00	\$18,126.00	\$44,739.00
CRWC Benefits	\$1,869.80	\$3,452.80	\$3,625.00	\$8,947.60
Contingency Fund for Additional Planning Hours ( <i>as needed, with prior approval</i> )	\$5,000.00			\$5,000.00
CRWC Staff contingency ( <i>for end of year site visits as necessary</i> )		\$6,500.00	\$6,695.00	\$13,195.00
Fellows, Interns, AmeriCorps Member Service		\$14,664.00	\$15,103.92	\$29,767.92
GSI Technicians		\$23,712.00	\$24,423.36	\$48,135.36
Mileage ( <i>400 site visits</i> )		\$4,000.00	\$4,120.00	\$8,120.00
	<b>\$16,218.80</b>	<b>\$69,592.80</b>	<b>\$72,093.28</b>	<b>\$113,165.88</b>
<b>Marketing &amp; Communications</b>				
targeted social media ads	\$100.00	\$200.00	\$200.00	\$500.00
Indirect 15%	\$2,447.82	\$10,468.92	\$10,843.99	\$17,049.88
SUBTOTAL	\$18,766.62	\$80,261.72	\$83,137.27	\$130,715.76
<i>Revenue received directly by CRWC for 372 site visits (\$25 fee per visit)</i>		\$9,300.00	\$9,300.00	
Original Approved Budget	<b>\$10,063.00</b>	<b>\$10,063.00</b>	<b>\$10,063.00</b>	<b>\$30,189.00</b>
Proposed Updated Budget	<b>\$18,766.62</b>	<b>\$70,961.72</b>	<b>\$73,837.27</b>	<b>\$163,565.61</b>

////////////////////////////////////

## RainSMART Activity Timeline - Clinton River Watershed Council

[illegible]

RainSMART Rebate Pilot Program

Cost: \$163,565.61

APPROVED:

Clinton River Watershed Council

Jennifer Hill  
Signature

JENNIFER HILL  
Name

Executive Director  
Position

10/5/23  
Date

George W. Kuhn Drain Drainage District

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

//



**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the GEORGE W. KUHN DRAIN

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

**DATE:** October 24, 2023

**SUBJECT:** Request for Board approval of payment of the following invoices:

Payable To	Ref No.	For	Amount
Orchard Hiltz & McCliment Inc	V # SINV00214856	Invoice # 67709 - Professional Services - 09/16/23	\$ 3,009.16
Dickinson Wright PLLC	TBP	Invoice # 1844469 - Legal Services - 08/31/23	240,070.27
Dickinson Wright PLLC	TBP	Invoice # 1844471 - Legal Services - 08/31/23	35,401.34
Dickinson Wright PLLC	TBP	Invoice # 1844472 - Legal Services - 08/31/23	592.50
Dickinson Wright PLLC	TBP	Invoice # 1850936 - Legal Services - 10/02/23	1,027.00
Dickinson Wright PLLC	TBP	Invoice # 1850941 - Legal Services - 10/02/23	1,027.00
Dickinson Wright PLLC	TBP	Invoice # 1850949 - Legal Services - 10/02/23	1,145.50
Dickinson Wright PLLC	TBP	Invoice # 1850958 - Legal Services - 10/02/23	1,066.50
Dickinson Wright PLLC	TBP	Invoice # 1850959 - Legal Services - 10/02/23	158.00
Dickinson Wright PLLC	TBP	Invoice # 1850961 - Legal Services - 10/02/23	25,627.27
Dickinson Wright PLLC	TBP	Invoice # 1850978 - Legal Services - 10/02/23	1,384.57
Marine Pollution Control	V # SINV00207810	Invoice # 40954 - Contracted Services	3,729.04
Clinton River Watershed Council	TBP	Invoice # 4787 - Contracted Services - 7/1/23 - 9/30/23	5,699.00
Total			<u>\$ 319,937.15</u>
ICS Integration Services LLC	TBP	Invoice # 2838 Contracted Services - Proj 1-3474	\$ 2,975.00
Project 1-3474			<u>\$ 2,975.00</u>
ICS Integration Services LLC	TBP	Invoice # 2835 Contracted Services - Proj 1-3437	\$ 5,257.03
Project 1-3437			<u>\$ 5,257.03</u>
Hubbell, Roth, & Clark Inc	TBP	Invoice # 210765 - Contracted Service - 9/30/23 - Proj 1-3484	\$ 11,268.75
Hubbell, Roth, & Clark Inc	TBP	Invoice # 210766 - Contracted Service - 9/30/23 - Proj 1-3484	5,458.60
Project 1-3484			<u>\$ 16,727.35</u>
ICS Integration Services LLC	TBP	Invoice # 2839 - Contracted Service - Proj 1-2847	\$ 5,281.83
ICS Integration Services LLC	TBP	Invoice # 2840- Contracted Service - Proj 1-2847	4,700.55
Project 1-2847			<u>\$ 9,982.38</u>
Kentain Products Limited	TBP	Invoice # 7112 - Contracted Services - Proj 1-3483	\$ 28,000.00
Project 1-3483			<u>\$ 28,000.00</u>
Shaw Service & Maintenance	TBP	Invoice # 910008499 - Contracted Services - 02/10/23 - Proj 1-7155	\$ 14,463.19
Project 1-7155			<u>\$ 14,463.19</u>
Total			<u>\$ 397,342.10</u>

## **2. Drainage District Policy**



## **AGENDA**

### **DRAINAGE BOARD FOR POLICY MATTERS**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of September 26, 2023
3. Public Comments
4. Present Proposed 2023 Meeting Schedule
5. Other business
6. Approve pro rata payment to Drainage Board members
7. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR POLICY MATTERS**

September 26, 2023

A meeting of the Drainage Board for Policy Matters was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 26<sup>th</sup> day of September 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

ABSENT: David Woodward, Chairperson of the Oakland County Board of Commissioners

Minutes of the meeting held June 27, 2023, were presented for consideration. It was moved by Markham, supported by Nash, that the minutes be approved.

ADOPTED: Yeas - 2  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

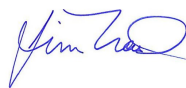
A proposal from Meadowbrook Insurance Agency regarding the renewal of the General Liability, Public Official Liability Policy, and Pollution Liability was presented. It was moved by Markham, supported by Nash to authorize the Chairperson to bind coverage in accordance with the insurance proposal recommendations from Meadowbrook Insurance Agency with Liberty Mutual and approve payment of any premium and/or other invoices associated with the policy renewals.

ADOPTED: Yeas - 2  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham

ADOPTED: Yeas - 2  
Nays - 0

There being no further business, the meeting was adjourned.



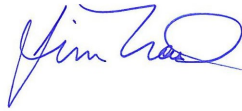
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Jim Nash, Chairperson

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for Policy Matters, Oakland County, Michigan, held on the 26<sup>th</sup> day of September 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for Policy Matters.



---

Jim Nash, Chairperson

Dated: September 26, 2023

## **Chapter 20 Drainage Board 2024 Meeting Schedule**

*These meetings will take place at 2 p.m. in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan and on the fourth Tuesday of each month unless otherwise indicated:*

January 23<sup>rd</sup>

February 27<sup>th</sup>

March 26<sup>th</sup>

April 23<sup>rd</sup>

May 28<sup>th</sup>

June 25<sup>th</sup>

July 23<sup>rd</sup>

August 27<sup>th</sup>

September 24<sup>th</sup>

October 22<sup>nd</sup>

November 26<sup>th</sup>

\*December 17<sup>th</sup> (third Tuesday due to Christmas)



### **3. Acacia Park CSO**

## **AGENDA**

### **DRAINAGE BOARD FOR THE ACACIA PARK CSO DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of September 26, 2023
3. Public Comments
4. Present request for reimbursement of the Evergreen Farmington Fund in the amount of \$103,519.26
5. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$34,469.61
6. Other business
7. Approve pro rata payment to Drainage Board members
8. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE ACACIA PARK CSO DRAIN**

September 26, 2023

A meeting of the Drainage Board for the Acacia Park CSO Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 26<sup>th</sup> day of September 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: None.

Minutes of the meeting held August 22, 2023, were presented for consideration. It was moved by Markham, supported by Woodward, that the minutes be approved.

ADOPTED: Yeas - 3  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

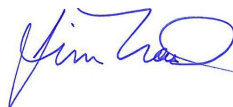
A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$18,850.79 (as attached) was presented. It was moved by Markham, supported by Woodward, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$18,850.79.

ADOPTED: Yeas - 3  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham and Mr. Woodward.

ADOPTED: Yeas - 3  
Nays - 0

There being no further business, the meeting was adjourned.



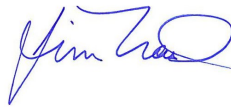
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Jim Nash, Chairperson

STATE OF MICHIGAN                     )  
  )SS.  
COUNTY OF OAKLAND                 )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Acacia Park CSO Drain, Oakland County, Michigan, held on the 26<sup>th</sup> day of September 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for the Acacia Park CSO Drain Drainage District.

A handwritten signature in blue ink, appearing to read "Jim Nash", is written above a horizontal line.

Jim Nash, Chairperson

Dated: September 26, 2023



**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the ACACIA PARK CSO DRAIN

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

**DATE:** October 24, 2023

**SUBJECT:** Request for Reimbursement of Evergreen Farmington Fund

The following is a detail of charges paid from the Evergreen Farmington Fund  
for the period ending October 17, 2023.

Date	Ref No.	For	Amount
04/30/23	JE# 016322	Jul 2023 Storm Water Flow Charges	\$34,506.42
08/31/23	JE# 17686	Aug 2023 Storm Water Flow Charges	34,506.42
09/30/23	JE# 018366	Sept 2023 Storm Water Flow Charges	34,506.42
		Total	<u>\$103,519.26</u>

MEMO TO: Mr. Jim Nash, Chairman  
of the Drainage Board for the ACACIA PARK CSO DRAIN

FROM: Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

DATE: October 24, 2023

SUBJECT: Request for Approval of Invoices

The following is a detail of Maintenance charges paid from the Drain Revolving Fund and Invoices  
for the period ending October 20, 2023

G/L Date	Ref No.	Paid To	For	Amount
10/9/2023	V # SINV00214954	Advanced Underground Inspection	Invoice # 16040 - Contracted Services - Proj 1-7343	\$ 2,801.00
			Subtotal Project 1-7343	\$ 2,801.00
9/27/2023	V # SINV00211863	Kentain Products Limited	Invoice # 7112 - Contracted Services - Proj 1-3543	\$ 25,990.00
9/29/2023	V # SINV00212646	Marine Ppollution Control	Invoice # 40931 - Contracted Services - Proj 1-3543	5,678.61
			Project # 1-3543 Total	\$ 31,668.61
			Total	\$ 34,469.61

## **4. Birmingham CSO**

## **AGENDA**

### **DRAINAGE BOARD FOR THE BIRMINGHAM CSO DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of August 22, 2023
3. Public Comments
4. Present request for reimbursement of the Evergreen Farmington Fund in the amount of \$109,761.51
5. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$20,872.88
6. Other business
7. Approve pro rata payment to Drainage Board members
8. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE BIRMINGHAM CSO DRAIN**

August 22, 2023

A meeting of the Drainage Board for the Birmingham CSO Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 22<sup>nd</sup> day of August 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

ABSENT: David Woodward, Chairperson of the Oakland County Board of Commissioners

Minutes of the meeting held July 18, 2023, were presented for consideration. It was moved by Markham, supported by Nash, that the minutes be approved.

ADOPTED: Yeas - 2  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

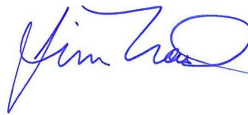
A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$25,095.58 (as attached) was presented. It was moved by Markham, supported by Nash, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$25,095.58.

ADOPTED: Yeas - 2  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham.

ADOPTED: Yeas - 2  
Nays - 0

There being no further business, the meeting was adjourned.



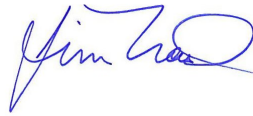
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Jim Nash, Chairperson

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Birmingham CSO Drain, Oakland County, Michigan, held on the 22<sup>nd</sup> day of August 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for Birmingham CSO Drain Drainage District.



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Jim Nash, Chairperson

Dated: August 22, 2023

**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the BIRMINGHAM CSO DRAIN

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

**DATE:** October 24, 2023

**SUBJECT:** Request for Reimbursement of Evergreen Farmington Fund

The following is a detail of charges paid from the Evergreen Farmington Fund  
for the period ending October 17, 2023.

Date	Ref No.	For	Amount
04/30/23	JE# 016322	Jul 2023 Storm Water Flow Charges	\$36,587.17
08/31/23	JE# 17686	Aug 2023 Storm Water Flow Charges	36,587.17
09/30/23	JE# 018366	Sept 2023 Storm Water Flow Charges	36,587.17
		Total	<u>\$109,761.51</u>



MEMO TO: Mr. Jim Nash, Chairman  
of the Drainage Board for the BIRMINGHAM CSO DRAIN

FROM: Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

DATE: October 24, 2023

SUBJECT: Request for Approval of Invoices

The following is a detail of Maintenance charges paid from the Drain Revolving Fund and Invoices  
for the period ending October 20, 2023

G/L Date	Ref No.	Paid To	For	Amount
1/10/2023	V # SINV00212161	Pro-Seal Service Group	Invoice # 233296 - Contracted Services	\$ 1,552.74
	V # SINV00211168	Kennedy Industries	Invoice # 638501 - Contracted Services	3,793.64
			Sub Total	<u>\$ 5,346.38</u>
	V # SINV00158214	Shaw Service & Maintenance	Invoice # 910008029 - Contracted Services - Proj 1-6095	\$ 13,042.68
			Sub Total - Project # 1-6095	<u>\$ 13,042.68</u>
	V # SINV00214860	Hubbell, Roth, & Clark, Inc	Invoice # 0210572 - Contracted Services - 09/16/23	\$ 2,483.82
			Subtotal Project # 1-7087	<u>\$ 2,483.82</u>
			Total	<u>\$ 20,872.88</u>

## **5. Bloomfield Village CSO**

## **AGENDA**

### **DRAINAGE BOARD FOR THE BLOOMFIELD VILLAGE CSO DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of September 26, 2023
3. Public Comments
4. Present request for reimbursement of the Evergreen Farmington Fund in the amount of \$140,973.00
5. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$1,691.75
6. Other business
7. Approve pro rata payment to Drainage Board members
8. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE BLOOMFIELD VILLAGE CSO DRAIN**

September 26, 2023

A meeting of the Drainage Board for the Bloomfield Village CSO Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 26<sup>th</sup> day of September 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: None.

Minutes of the meeting held August 23, 2023, were presented for consideration. It was moved by Markham, supported by Woodward, that the minutes be approved.

ADOPTED: Yeas - 3  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

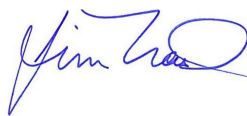
A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$8,387.41 (as attached) was presented. It was moved by Markham, supported by Woodward, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$8,387.41.

ADOPTED: Yeas - 3  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham and Mr. Woodward.

ADOPTED: Yeas - 3  
Nays - 0

There being no further business, the meeting was adjourned.



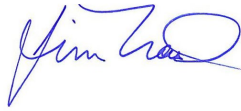
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Jim Nash, Chairperson

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Bloomfield Village CSO Drain, Oakland County, Michigan, held on the 26<sup>th</sup> day of September 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for Bloomfield Village CSO Drain Drainage District.



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Jim Nash, Chairperson

Dated: September 26, 2023

**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the BLOOMFIELD VILLAGE CSO DRAIN

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

**DATE:** October 24, 2023

**SUBJECT:** Request for Reimbursement of Evergreen Farmington Fund

The following is a detail of charges paid from the Evergreen Farmington Fund  
for the period ending October 17, 2023.

Date	Ref No.	For	Amount
04/30/23	JE# 016322	Jul 2023 Storm Water Flow Charges	\$46,991.00
08/31/23	JE# 17686	Aug 2023 Storm Water Flow Charges	46,991.00
09/30/23	JE# 018366	Sept 2023 Storm Water Flow Charges	46,991.00
		Total	<u>\$140,973.00</u>

MEMO TO: Mr. Jim Nash, Chairman  
of the Drainage Board for the BLOOMFIELD VILLAGE CSO DRAIN

FROM: Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

DATE: October 24, 2023

SUBJECT: Request for Approval of Invoices

The following is a detail of Maintenance charges paid from the Drain Revolving Fund and Invoices  
for the period ending October 20, 2023

G/L Date	Ref No.	Paid To	For	Amount
9/29/2023	V # SIN00212651	Shaw Service & Maintenance	Invoice # 910009396 - Contracted Services	\$ 1,657.75
				<u>\$ 1,657.75</u>
9/29/2023	V # SIN00212625	Dickinson Wright PLLC	Invoice # 1844484 - Legal Service - Proj 1-7077	\$ 34.00
			Total Project 1-7077	<u>\$ 34.00</u>
			Total	<u>\$ 1,691.75</u>



## **6. Clinton River Water Resource Recovery Facility**

**AGENDA**  
**DRAINAGE BOARD FOR**  
**THE CLINTON RIVER WATER RESOURCE RECOVERY FACILITY**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of September 26, 2023
3. Public Comments
4. Present Engineering Work Order No. D461 (#1) for Jacobs Consulting Inc., for the Optimization Project for additional services to sections of Contract No. 00010103 for a not-to-exceed amount of \$2,544,839
5. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund from the Construction Fund in the amount of \$2,567.50
6. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund from the Maintenance Fund in the amount of \$576,810.54
7. Other business
8. Approve pro rata payment to Drainage Board members
9. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE CLINTON RIVER WATER RESOURCE RECOVERY FACILITY**

September 26, 2023

A meeting of the Drainage Board for the Clinton River Water Resource Recovery Facility was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 26<sup>th</sup> day of September 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: None.

Minutes of the meeting held August 22, 2023, were presented for consideration. It was moved by Markham, supported by Nash that the minutes be approved.

ADOPTED: Yeas - 2  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

A proposal from Meadowbrook Insurance Agency regarding the renewal of the General Liability, Public Official Liability Policy, and Pollution Liability was presented. It was moved by Markham, supported by Nash, to authorize the Chairperson to bind coverage in accordance with the insurance proposal recommendations from Meadowbrook Insurance Agency with Liberty Mutual and approve payment of any premium and/or other invoices associated with the policy renewals.

ADOPTED: Yeas - 2  
Nays - 0

A memorandum from Razik Alsaigh, P.E., Civil Engineer III, dated September 26, 2023, requesting the Board approve and authorize the Chairperson to execute the contract with Meadowbrook Inc. to provide an owner's insurance program for the Drainage District's Optimization Phase I Project was presented. It was moved by Markham, supported by Woodward, to approve and authorize the Chairperson to execute the contract with Meadowbrook Inc. to provide an owner's insurance program for the Drainage District's Optimization Phase I Project as presented.

ADOPTED: Yeas - 3

Nays - 0

A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund from the Construction Fund in the amount of \$12,680.39 (as attached) was presented. It was moved by Markham, supported by Woodward, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund from the Construction Fund in the amount of \$12,680.39.

ADOPTED: Yeas - 3  
Nays - 0

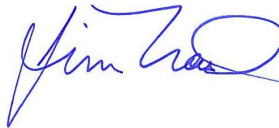
A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund from the Maintenance Fund in the amount of \$185,061.99 (as attached) was presented. It was moved by Markham, supported by Woodward, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund from the Maintenance Fund in the amount of \$185,061.99.

ADOPTED: Yeas - 3  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham and Mr. Woodward.

ADOPTED: Yeas - 3  
Nays - 0

There being no further business, the meeting was adjourned.



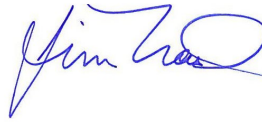
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Jim Nash, Chairperson

STATE OF MICHIGAN                     )  
  )SS.  
COUNTY OF OAKLAND                 )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Clinton River Water Resource Recovery Facility, Oakland County, Michigan, held on the 26<sup>th</sup> day of September 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for the Clinton River Water Resource Recovery Facility.



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Jim Nash, Chairperson

Dated: September 26, 2023

**Jim Nash Oakland County Water Resources Commissioner  
Clinton River Water Resources Recovery Facility Drainage District  
For the Clinton River Water Resources Recovery Facility Optimization Project  
Pontiac, MI  
Oakland County, Michigan**

**Engineering Work Order No. D461 (#1)**

**Date: 10/04/2023**

**To: Jacobs Consulting Inc.**

**For: CRWRRF Optimization Project**

**DESCRIPTION**



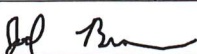
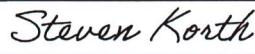
This Engineering Work Order (EWO) is required to define specific additional tasks and compensation related to the Clinton River Water Resources Recovery Facility Optimization Project that falls under multiple sections of CONTRACT NO. 00010103. This EWO serves as your approval for compensation of the following additional services as delineated below:

The proposed scope will include the following:

- A) Section 1.1.3: Add the following forms (attached):**
  - **CON-391 - Construction Phase Services**
  - **RPR-391 - Resident Project Representative Services**
- B) Section 3: The construction phase and Resident Project Representative services are for Part B of the Project only titled "CRWRRF Optimization Project – Phase I".**
- C) Section 6.3: Add Exhibit 1A to address engineer hourly billing rates for the construction phase and Resident Project Representative services.**
- D) Section 6.4: add the following to the engineer total estimated compensation:**

<b>Construction Phase Services</b>	<b>\$1,152,910</b>
<b>Resident Project Representative (RPR) Services</b>	<b>\$1,391,929</b>
<b>Per Jacobs Detailed Budget attached here as Exhibit 2</b>	

Fees for this Engineering Work Order shall be billed on a time and material basis according to the contract standard fee and rate schedule as modified by your proposal. The total amount of the Engineering Services Agreement is to be increased by a not to exceed amount of \$2,544,839. This increases the total allowed project amount under this contract to \$6,237,193. This amount is not to be exceeded without written authorization from this office.

RECOMMENDED	DATE: 10/10/2023	ACCEPTED	DATE: 10/10/2023
By: 		By: 	
Razik Alsaigh, P.E. Civil Engineer III OCWRC		Shawn Thompson, Operations Leader Jacobs Consulting Inc.	
APPROVED	DATE: 10/11/2023	APPROVED	DATE: Oct. 11, 2023
By: 		By: 	
Joel Brown, P.E. Chief Engineer OCWRC		Steven Korth, P.E. Chief Manager OCWRC	
Approved by the Drainage District Board on:			

Department No.:	6010101	Account No.:	730625
Fund No.:	FND82686	Program No.:	PRG149667
Project No.:	PRJ-17239	Project Activity:	ENGCON
Contract No.:	CON00010103	Contract Exp:	02/28/2027



**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the CLINTON RIVER WATER RESOURCE RECOVERY FACILITY DRAIN - (Construction)

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting

**DATE:** October 24, 2023

**SUBJECT:** Request for Board approval of payment of the following invoices:

	Ref No.	For	Amount
Dickinson Wright PLLC	V # SINV00212643	Invoice # 1844481 - Legal Services - 08/31/23 - Proj #1-2181	\$ 2,449.00
Dickinson Wright PLLC	TBP	Invoice # 1850938 - Legal Services - 10/02/23 - Proj #1-2181	118.50
		<b>Total for Project # 1-2181</b>	<b>\$ 2,567.50</b>

**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the CLINTON RIVER WATER RESOURCE RECOVERY FACILITY DRAIN - (Maintenance)

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



**For Shawn Phelps**

**DATE:** October 24, 2023

**SUBJECT:** Request for Approval of Invoices

The following is a detail of charges paid from the Drain Revolving Fund and Invoices

Payable To	Ref No.	For	Amount
Brave Fire Protection	TBP	Invoice # 2000590 - Contracted Services	\$ 2,381.00
Cambi Inc	TBP	Invoice # 20230925 - Material and Supplies	32,264.18
D3W Industries	V # SINV00211933	Invoice # 4064 - Material and Supplies	1,120.00
D3W Industries	V # SINV00216053	Invoice # 4089 - Material and Supplies	5,720.00
D3W Industries	V # SINV00216051	Invoice # 4096 - Material and Supplies	5,720.00
Davis & Davis Law Office PLC	V # SINV00212641	Invoice # OCWRC-09-27-23 - Legal Services	2,092.50
D. J. Conley	V # SINV002212154	Invoice # SI-50267-1 - Material and Supplies	1,115.20
D. J. Conley	V # SINV00217145	Invoice # SI-50484-1 - Material and Supplies	1,130.00
Enterance Technologies Inc	V # SINV00212276	Invoice # 22228 - Security Expense	28,164.04
Haviland Products Company	V # SINV00212645	Invoice # 484631 - Chemical Treatment	14,985.00
Haviland Products Company	TBP	Invoice # 485381 - Chemical Treatment	12,007.00
Haviland Products Company	TBP	Invoice # 485757 - Chemical Treatment	2,978.00
Haviland Products Company	TBP	Invoice # 485979 - Chemical Treatment	10,518.00
Haviland Products Company	TBP	Invoice # 486118 - Chemical Treatment	3,330.00
HOH Water Technology	TBP	Invoice # 661977 - Contracted Services	1,905.34
Ingersoll-Rand Industrial US Inc	V # SINV00213753	Invoice # 31086192 - Chemical Treatment	3,071.38
IDEXX Distribution Inc	V # SINV00217190	Invoice # 3135927440 - Material and Supplies	1,029.00
HESCO	V # SINV002010162	Invoice # 231486 - Contracted Services	2,362.50
LaSalle Agri Inc	V # SINV00211850	Invoice # 1697 - Land Application	24,638.60
MacAllister / Michigan CAT	V # SINV00211659	Invoice # R86493062701A - Equipment Rental	1,200.00
Marine Pollution Control	TBP	Invoice # SG_OWRC09262023- Contracted Services	6,938.82
Polydyne Inc	V # SINV00214820	Invoice # 1765678 - Chemical Treatment	50,259.00
Premier Safety	V # SINV00214817	Invoice # 04235223 - Material and Supplies	1,860.82
Process Piping & Equipment Inc	V # SINV00212649	Invoice # 23-09-002 Contracted Services	23,213.77
PVS Nolwood Chemicals Inc	V # SINV002014826	Invoice # 805922 - Chemical Treatment	14,570.27
PVS Technologies Inc	V # SINV00212672	Invoice # 339779 - Chemical Treatment	4,227.16
PVS Technologies Inc	V # SINV00212163	Invoice # 341768 - Chemical Treatment	4,561.96
PVS Technologies Inc	V # SINV00212166	Invoice # 341928 - Chemical Treatment	2,461.40
PVS Technologies Inc	V # SINV00216058	Invoice # 342667 - Chemical Treatment	2,772.64
PVS Technologies Inc	V # SINV00216057	Invoice # 342933 - Chemical Treatment	4,311.48
PVS Technologies Inc	TBP	Invoice # 343425 - Chemical Treatment	2,322.52
Saber Building Services Inc	TBP	Invoice # 43113 - Contracted Services - Oct 23	1,800.00
State of Michigan	TBP	Invoice # BLR483569 - State of Michigan Fees	225.00
Tetra Tech, Inc	V # SINV00212654	Invoice # 52132096 - Contracted Services	1,564.08
TSP Tank Services	TBP	Invoice # L23048 - Contracted Services	4,856.00
United Lawnscape	V # SINV00216075	Invoice # UE 566181 - Contracted Services	4,612.00
United Lawnscape	V # SINV00216077	Invoice # UE 566182 - Contracted Services	2,360.00
United States Geological Survey	V # SINV00212460	Invoice # 91101961 - Stream Gauge Program	3,096.50
Waste Management	V # SINV00216080	Invoice # 8708400 -1714-5 Garbage & Rubbish Disposal	1,004.70
<b>Subtotal</b>			<b>\$ 294,749.86</b>

Dickinson Wright PLLC	V # SINV00212661	Invoice # 1850100 - Bond Attorney Fees - Proj # 1-7239	\$ 108,190.00
Jacobs Consultants, Inc	V # SINV00214919	Invoice # C6A21700-08 - Engineering and Survey - 08/25/23 - Proj # 1-7239	51,439.45
Jacobs Consultants, Inc	V # SINV00214967	Invoice # C6A21700-09 - Engineering and Survey - 09/28/23 - Proj # 1-7239	1,463.68
MFCI, LLC	V # SINV00212647	Invoice # 1264 - Professional Svc Consultant - 09/20/23 - Proj # 1-7239	46,946.00
Dickinson Wright PLLC	V # SINV00217043	Invoice # 1850939 - Legal Services - Proj # 1-7239	1,738.00

			<b>Subtotal - Project 1-7239</b>	<b>\$</b>	<b>209,777.13</b>
PM Environmental Pinchin Company	V # SINV00212648	Invoice # 105126 - Contracted Services - Proj # 1-7085		\$	20,425.00
	<b>Subtotal - Project 1-7085</b>		<b>\$</b>		<b>20,425.00</b>
Tetra Tech, Inc	V # SINV00212169	Invoice # 52132095 - Engineering Admin - 08/25/23 - Proj # 1-3304		\$	6,183.00
Tetra Tech, Inc	V # SINV00212173	Invoice # 52132114 - Engineering Admin - 09/27/23 - Proj # 1-3304			2,640.00
Tetra Tech, Inc	V # SINV00212652	Invoice # 52132402 - Engineering Admin - 09/27/23 - Proj # 1-3304			38,169.80
			<b>Subtotal - Project 1-3304</b>	<b>\$</b>	<b>46,992.80</b>
Fishbeck	V # SINV00214811	Invoice # 428482 - Engineering Services - 09/29/23 - Proj # 1-3492		\$	579.00
			<b>Subtotal - Project 1-3492</b>	<b>\$</b>	<b>579.00</b>
NTH Consultants Ltd	V # SINV00215279	Invoice # 634024 - Engineering & Survey - 9/29/23 - Proj 1-7162		\$	4,286.75
			<b>Subtotal - Project 1-7162</b>	<b>\$</b>	<b>4,286.75</b>
				<b>Total</b>	<b>\$ 576,810.54</b>

## **7. Augusta Drain**

## **AGENDA**

### **DRAINAGE BOARD FOR THE AUGUSTA DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of April 25, 2023
3. Public Comments
4. Present Memorandum from Geoff S. Wilson, P.E., Chief Engineer, dated October 24, 2023, requesting the Board authorize staff to proceed with engineering procurement for design services
5. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$151,837.95
6. Other business
7. Approve pro rata payment to Drainage Board members
8. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE AUGUSTA DRAIN**

April 25, 2023

A meeting of the Drainage Board for the Augusta Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 25<sup>th</sup> day of April 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

Minutes of the meeting held March 28, 2023, were presented for consideration. It was moved by Woodward, supported by Nash, that the minutes be approved.

ADOPTED: Yeas - 2  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

A proposed resolution adopting the Drainage District's 2023 Clean Water State Revolving Fund Project Plan and designating an authorized project representative was presented. It was moved by Woodward, supported by Nash to approve the proposed resolution adopting the Drainage District's 2023 Clean Water State Revolving Fund Project Plan and designating an authorized project representative as presented.

ADOPTED: Yeas - 2  
Nays - 0

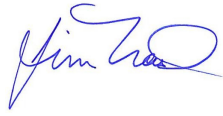
A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$26,964.74 (as attached) was presented. It was moved by Woodward, supported by Nash, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$26,964.74.

ADOPTED: Yeas - 2  
Nays - 0

It was moved by Nash, supported by Woodward, to certify attendance and authorize pro rata payment of \$25 per day to Mr. Woodward.

ADOPTED: Yeas - 2  
Nays - 0

There being no further business, the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "Jim Nash", is positioned above a horizontal line.

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Jim Nash, Chairperson



STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Augusta Drain, Oakland County, Michigan, held on the 25<sup>th</sup> day of April 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for the Augusta Drain Drainage District.

A handwritten signature in blue ink, appearing to read "Jim Nash", is written above a horizontal line.

Jim Nash, Chairperson

Dated: April 25, 2023

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER**

**MEMORANDUM**

**TO:** Jim Nash, Chairman – Augusta Drain Drainage Board

**FROM:** Geoff S. Wilson, P.E. – Chief Engineer

**SUBJECT:** Augusta Drain Rehabilitation Project – Design Services

**DATE:** October 24, 2023

Three stormwater grants have been awarded to Oakland County drains from the Clean Water State Revolving Fund (CWSRF) for fiscal year 2024:

Joachim Drain \$615,000 grant  
Pontiac Clinton River #1 Drain \$800,000 grant  
Augusta Drain \$920,000 grant

These grants are intended to cover 100 percent of the cost of the rehabilitation projects identified in the project plans for the respective drainage districts. This rehabilitation work consists of repairing pipes, drainage structures, a weir, and a drop-fall structure that are all located within the City of Pontiac. The work was previously identified by WRC staff and budgeted by the City of Pontiac as part of a six-year plan beginning in 2023.

**Recommendation –**

**Authorize staff to proceed with engineering procurement for design services.**

**MEMO TO:** Mr. Jim Nash, Chairman  
of the Drainage Board for the AUGUSTA DRAIN

**FROM:** Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting

**DATE:** October 24, 2023

**SUBJECT:** Request for Board approval of payment of the following invoices:

<u>Paid To</u>	<u>Reference</u>	<u>For</u>	<u>Amount</u>
Hubbell, Roth, & Clark, Inc	TBP	Invoice # 0210767 - Contracted Services - 09/30/23	\$ 65,400.11
Hubbell, Roth, & Clark, Inc	V # SINV00209842	Invoice # 0208520 - Contracted Services - 06/30/23	86,437.84
		<b>Subtotal - Project 1-7215</b>	<b>151,837.95</b>

## **8. Joachim Relief Drain**

## **AGENDA**

### **DRAINAGE BOARD FOR THE JOACHIM DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of April 25, 2023
3. Public Comments
4. Present Memorandum from Geoff S. Wilson, P.E., Chief Engineer, dated October 24, 2023, requesting the Board authorize staff to proceed with engineering procurement for design services
5. Other business
6. Approve pro rata payment to Drainage Board members
7. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE JOACHIM DRAIN**

April 25, 2023

A meeting of the Drainage Board for the Joachim Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 25<sup>th</sup> day of April 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

Minutes of the meeting held October 25, 2022, were presented for consideration. It was moved by Woodward, supported by Nash, that the minutes be approved.

ADOPTED: Yeas - 2  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

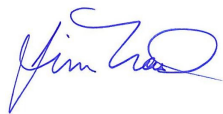
A proposed resolution adopting the Drainage District's 2023 Clean Water State Revolving Fund Project Plan and designating an authorized project representative was presented. It was moved by Woodward, supported by Nash to approve the proposed resolution adopting the Drainage District's 2023 Clean Water State Revolving Fund Project Plan and designating an authorized project representative as presented.

ADOPTED: Yeas - 2  
Nays - 0

It was moved by Nash, supported by Woodward, to certify attendance and authorize pro rata payment of \$25 per day to Mr. Woodward.

ADOPTED: Yeas - 2  
Nays - 0

There being no further business, the meeting was adjourned.



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Jim Nash, Chairperson

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Joachim Drain, Oakland County, Michigan, held on the 25<sup>th</sup> day of April 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for the Joachim Drain Drainage District.



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Jim Nash, Chairperson

Dated: April 25, 2023

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER**

**MEMORANDUM**

**TO:** Jim Nash, Chairman – Joachim Drain Drainage Board

**FROM:** Geoff S. Wilson, P.E. – Chief Engineer

**SUBJECT:** Joachim Drain Rehabilitation Project – Design Services

**DATE:** October 24, 2023

Three stormwater grants have been awarded to Oakland County drains from the Clean Water State Revolving Fund (CWSRF) for fiscal year 2024:

Joachim Drain \$615,000 grant  
Pontiac Clinton River #1 Drain \$800,000 grant  
Augusta Drain \$920,000 grant

These grants are intended to cover 100 percent of the cost of the rehabilitation projects identified in the project plans for the respective drainage districts. This rehabilitation work consists of repairing pipes, drainage structures, a weir, and a drop-fall structure that are all located within the City of Pontiac. The work was previously identified by WRC staff and budgeted by the City of Pontiac as part of a six-year plan beginning in 2023.

**Recommendation –**

**Authorize staff to proceed with engineering procurement for design services.**



## **9. Pontiac Clinton River #1 Drain**

## **AGENDA**

### **DRAINAGE BOARD FOR THE PONTIAC CLINTON RIVER NO. 1 DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of April 25, 2023
3. Public Comments
4. Present Memorandum from Geoff S. Wilson, P.E., Chief Engineer, dated October 24, 2023, requesting the Board authorize staff to proceed with engineering procurement for design services
5. Other business
6. Approve pro rata payment to Drainage Board members
7. Adjourn

**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE PONTIAC CLINTON RIVER NO. 1 DRAIN**

April 25, 2023

A meeting of the Drainage Board for the Pontiac Clinton River No. 1 Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 25<sup>th</sup> day of April 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

Minutes of the meeting held October 25, 2022, were presented for consideration. It was moved by Woodward, supported by Nash, that the minutes be approved.

ADOPTED: Yeas - 2  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

A proposed resolution adopting the Drainage District's 2023 Clean Water State Revolving Fund Project Plan and designating an authorized project representative was presented. It was moved by Woodward, supported by Nash to approve the proposed resolution adopting the Drainage District's 2023 Clean Water State Revolving Fund Project Plan and designating an authorized project representative as presented.

ADOPTED: Yeas - 2  
Nays - 0

A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$12,564.96 (as attached) was presented. It was moved by Woodward, supported by Nash, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$12,564.96.

ADOPTED: Yeas - 2  
Nays - 0

It was moved by Nash, supported by Woodward, to certify attendance and authorize pro rata payment of \$25 per day to Mr. Woodward.

ADOPTED: Yeas - 2  
Nays - 0

There being no further business, the meeting was adjourned.



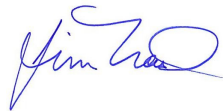
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Jim Nash, Chairperson

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Pontiac Clinton River No. 1 Drain, Oakland County, Michigan, held on the 25<sup>th</sup> day of April 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for the Pontiac Clinton River No. 1 Drain Drainage District.



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Jim Nash, Chairperson

Dated: April 25, 2023

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER**

**MEMORANDUM**

**TO:** Jim Nash, Chairman – Pontiac Clinton River No. 1 Drain Drainage Board

**FROM:** Geoff S. Wilson, P.E. – Chief Engineer

**SUBJECT:** Pontiac Clinton River No. 1 Drain Rehabilitation Project – Design Services

**DATE:** October 24, 2023

Three stormwater grants have been awarded to Oakland County drains from the Clean Water State Revolving Fund (CWSRF) for fiscal year 2024:

Joachim Drain \$615,000 grant  
Pontiac Clinton River #1 Drain \$800,000 grant  
Augusta Drain \$920,000 grant

These grants are intended to cover 100 percent of the cost of the rehabilitation projects identified in the project plans for the respective drainage districts. This rehabilitation work consists of repairing pipes, drainage structures, a weir, and a drop-fall structure that are all located within the City of Pontiac. The work was previously identified by WRC staff and budgeted by the City of Pontiac as part of a six-year plan beginning in 2023.

**Recommendation –**

**Authorize staff to proceed with engineering procurement for design services.**

**10. Evergreen-Farmington  
Sanitary Drain**

## **AGENDA**

### **DRAINAGE BOARD FOR THE EVERGREEN-FARMINGTON SANITARY DRAIN**

October 24, 2023

1. Call meeting to order
2. Approve minutes of meeting of September 26, 2023
3. Public Comments
4. Present Change Order No. 8 for Walsh Construction for the 8 Mile Road Pump Station & SSO Chamber Improvements – Phase 1 for a net increase in the amount of \$115,965.81
5. Present Construction Estimate No. 19 for Walsh Construction Company II, LLC for the 8 Mile Road Pump Station & SSO Chamber Improvements – Phase 1 in the amount of \$1,010,088.20 with a transfer to the Oakland County Treasurer in the amount of \$112,232.02
6. Present Construction Estimate No. 1 for Dan's Excavating for Construction of the 8 Mile Road Corrective Action Plan – Phase 2 in the amount of \$711,641.93 with a transfer to the Oakland County Treasurer in the amount of \$79,071.33
7. Present request for Board approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$3,009.18
8. Closed Session as permitted under Open Meetings Act section 8(h) to consider material exempt from discussion or disclosure by state or federal statute
9. Other business
10. Approve pro rata payment to Drainage Board members
11. Adjourn



**MINUTES OF THE MEETING OF THE DRAINAGE BOARD  
FOR THE EVERGREEN -FARMINGTON SANITARY DRAIN**

September 26, 2023

A meeting of the Drainage Board for the Evergreen-Farmington Sanitary Drain was held in the office of the Oakland County Water Resources Commissioner, Public Works Building, One Public Works Drive, Waterford, Michigan at 2:00 p.m. on the 26<sup>th</sup> day of September 2023.

The meeting was called to order by the Chairperson.

PRESENT: Jim Nash, Oakland County Water Resources Commissioner

Gwen Markham, Chairperson of the Finance Committee, Oakland County Board of Commissioners

David Woodward, Chairperson of the Oakland County Board of Commissioners

ABSENT: None.

Minutes of the meeting held August 22, 2023, were presented for consideration. It was moved by Markham, supported by Woodward, that the minutes be approved.

ADOPTED: Yeas - 3  
Nays - 0

Chairperson Nash asked if there were any public comments. There were none.

Construction Estimate No. 18 for Walsh Construction Company II, LLC for the 8 Mile Road Pump Station & SSO Chamber Improvements – Phase 1 in the amount of \$1,220,628.47 with a transfer to the Oakland County Treasurer in the amount of \$135,625.39 was presented. It was moved by Markham, supported by Woodward, to approve Construction Estimate No. 18 for Walsh Construction Company II, LLC for the 8 Mile Road Pump Station & SSO Chamber Improvements – Phase 1 in the amount of \$1,220,628.47 with a transfer to the Oakland County Treasurer in the amount of \$135,625.39 as presented.

ADOPTED: Yeas - 3  
Nays - 0

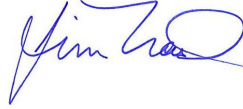
A request for approval of payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$3,119.83 (as attached) was presented. It was moved by Markham, supported by Woodward, to approve the payment of invoices and/or reimbursement of the Drain Revolving Fund in the amount of \$3,119.83.

ADOPTED: Yeas - 3  
Nays - 0

It was moved by Nash, supported by Markham, to certify attendance and authorize pro rata payment of \$25 per day to Ms. Markham and Mr. Woodward.

ADOPTED: Yeas - 3  
Nays - 0

There being no further business, the meeting was adjourned.



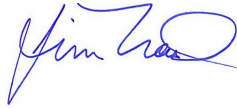
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Jim Nash, Chairperson

STATE OF MICHIGAN                     )  
  )SS.  
COUNTY OF OAKLAND                 )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the Drainage Board for the Evergreen-Farmington Sanitary Drain, Oakland County, Michigan, held on the 26<sup>th</sup> day of September 2023, and that the minutes are on file in the office of the Oakland County Water Resources Commissioner and are available to the public.

I further certify that the notice of the meeting was posted at least 18 hours in advance of the meeting at the office of the Oakland County Water Resources Commissioner which is the principal office of the Drainage Board for the Evergreen-Farmington Sanitary Drain Drainage District.



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Jim Nash, Chairperson

Dated: September 26, 2023

## CHANGE ORDER NO. 8

**Evergreen Farmington Sanitary Drain Drainage District**  
**8 Mile Road CAP 8 Mile Road Pump Station & SSO Chamber Improvements - Phase 1**  
**Southfield**  
**Oakland County, Michigan**

## Authorization for Extras To &amp; Changes In Contract

Department No. : 6010101

Account No. : 730352

Fund No. : 58410

Program No. : 149667

Project No. : 1-3181

Project Activity : FAC

Construction Manager at Risk :

Contract No. : 6628

Walsh Construction Company II, LLC

Date of Contract: 2/9/2022

3031 W Grand Blvd, Suite 640

Completion Date: 8/13/2027

Detroit, MI 48202

Auth No.	Location-Description-Reason	Unit Used	Est. Qty.	Unit Price	Amount Increase	Amount Decrease
8-1	<b>LOCATION: Pump Sta. Floor P1-P5</b>  <b>DESCRIPTION</b> (Extra/Add):  Walsh PCI 970015 - Asbestos Gasket Material Abatement and Disposal  <b>REASON:</b> Upon dismantling pump discharge piping to replace pump no. 2, Walsh discovered asbestos gaskets that were concealed from inspection during the design. This additional cost is for asbestos gasket abatement and disposal for all pumps in the pump station. Attachments: PCI 970015 WRC/WCC-007	LS	1.0	\$22,747.46	\$22,747.46	---

**JIM NASH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

Auth No.	Location-Description-Reason	Unit Used	Est. Qty.	Unit Price	Amount Increase	Amount Decrease
8-2	<b>LOCATION: Pump Sta. Floor P1-P5</b>  <b>DESCRIPTION (Extra/Add):</b>  Walsh PCI 970017 - Elevator Fire Alarm System additions  <b>REASON:</b> In response to direction from State of Michigan elevator inspector on March 23, 2023, the fire alarm system in the Pump Station Elevator was re-designed to add several components that were not required during plan review. Attachments: Field Order No. 8 PCI 970017 WRC/WCC-012	LS	1.0	\$98,530.91	\$98,530.91	---

**JIM NASH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

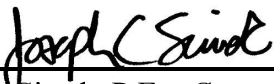
Auth No.	Location-Description-Reason	Unit Used	Est. Qty.	Unit Price	Amount Increase	Amount Decrease
8-3	<b>LOCATION: Pump Sta. Floor P5</b>  <b>DESCRIPTION (Extra/Add):</b>  Walsh PCI 970024 - Remove Pump No. 2 '24 to 20-inch' elbow and replace with 24-inch elbow  <b>REASON:</b> Upon dismantling pump no. 2, discovered that suction piping includes a 24-inch to 16-inch diameter transition elbow encased in concrete floor. Removal and replacement of elbow with full 24-inch diameter elbow required to facilitate operation of new pump no. 2. Attachments: Field Order No.17 PCI 970024 WRC/WCC-013	LS	1.0	\$144,687.44	\$144,687.44	---
8-4	<b>LOCATION: Entire Site</b>  <b>DESCRIPTION (Change/Delete):</b>  Reduce Contingency Allowance for Permits  <b>REASON:</b> Large dollar value permits have been requested and issued. Excess permit fee allowance used to offset elevator fire alarm additional cost, leaving sufficient funds for permits required later in the project	LS	-1.0	\$150,000.00	---	\$150,000.00
				Totals	\$265,965.81	\$150,000.00
				Net Increase	\$115,965.81	---

**JIM NASH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**


**CHANGE ORDER NO. 8**

**Evergreen Farmington Sanitary Drain Drainage District**  
**8 Mile Road CAP 8 Mile Road Pump Station & SSO Chamber Improvements - Phase 1**  
**Southfield**  
**Oakland County, Michigan**


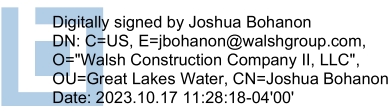
Prepared by:  Date: 2023 10 17  
Charles J. Roarty, Jr., P.E. - NTH Consultants


Recommended by:  Date: 10/17/2023  
Joe Siwek, P.E. - Consulting Engineer (Fishbeck)

Recommended by:  Date: 10/17/2023  
Evangelos Bantios, P.E. - Project Engineer

Approved by:  Date: 10/20/2023  
Joel Brown, P.E. - Chief Engineer

The Contractor agrees to do the work described above and agrees to accept payment in full on the basis indicated.

Accepted by:  Date: 10/17/2023  
  
Josh Bohanon - Business Group Leader  
Walsh Construction Company II, LLC

Approved by:  Date: 10/20/2023  
Steve Korth, P.E.  
Chief Manager

The Contractor is hereby authorized and instructed to do the work described above in accordance with the terms of the Contract.

This Change Order was approved by the Drainage Board on:

**JIM NASH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

**CHANGE ORDER NO. 8**

**Evergreen Farmington Sanitary Drain Drainage District  
8 Mile Road CAP 8 Mile Road Pump Station & SSO Chamber Improvements - Phase 1  
Southfield  
Oakland County, Michigan**

Project Award Date (Pre-Construction Services)	2/9/2022
Notice to Proceed Date (Construction Phase):	n/a
Contract Substantial Completion Date:	Friday, February 19, 2027
Contract Final Completion Date:	Friday, August 13, 2027
Original GMP Contract Value:	n/a
Original Contract Value (Pre-Construction Services):	\$848,980.48

**GMP Construction Services**

Construction Notice to Proceed Date:	December 13, 2022
Contract Substantial Completion Date:	February 19, 2027
Contract Final Completion Date:	August 13, 2027
Original Contract Value:	\$ -
Previous C.O. Values ( Change Order nos. 1 to 7):	\$ 50,177,000.25
Change Order No. 8 Value	\$115,965.81
<b>Adjusted GMP Contract Value</b>	<b>\$ 50,292,966.06</b>

**JIM NASH  
OAKLAND COUNTY WATER RESOURCES COMMISSIONER**



**Jim Nash, Oakland County Water Resources Commissioner**  
**Evergreen Farmington Sanitary Drain Drainage District**  
**8 Mile Road CAP 8 Mile Road Pump Station & SSO Chamber Improvements - Phase 1**  
**Southfield**  
**Oakland County, Michigan**

Construction Estimate No. 19

September 1, 2023 to Sept. 30, 2023

Department No. : 6010101

Fund No. : 58410

Project No. : 1-3181



Account No. : 730352

Program No. : 149667

Activity : FAC

Vendor No. : 23191

Contract No. : 6628

Date of Contract : 2/2/2022

Completion Date : 8/13/2027

Contractor :

Walsh Construction Company II, LLC

3031 W Grand Blvd, Suite 640

Detroit, MI 48202

Original Contract Amount:	\$0.00
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Previous Change Order Numbers: CO Nos. 1, 2, 3, 4, 5, 6, and 7.	\$50,177,000.25
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Change Orders This Estimate Number:

Total Net Change Orders:	\$50,177,000.25
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Adjusted Contract Amount:	\$50,177,000.25
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Subtotal To Date: (Sheet 2 of 3 Column 7)	\$9,916,085.88
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Less Deductions to Date: (Sheet 2 of 3 Column 7)	\$0.00
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Gross Estimate: (Work in Place)	19.76%	\$9,916,085.88
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Less Amount Reserved: (10% of Gross Estimate)	\$991,608.59
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Total Amount Allowed To Date:	\$8,924,477.29
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Less Previous Estimates:	\$7,914,389.09
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Net Payment Request To Be Paid To Contractor:	\$1,010,088.20
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Reserve Payment to Contractor	\$0.00
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Balance of Contract To Date	✓	\$40,260,914.37	Accounting Auditor: <i>BCR</i> 10/3/2023
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Less Previous Transfers To Reserve:	\$879,376.57
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Amount of Current Transfer:	\$112,232.02
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Prepared by: *Charles J. Roarty, Jr.*  
 Charles J. Roarty, Jr., P.E. - NTH Consultants

Date: 2023 09 29

Recommended by: *Joel Siwek*  
 Joel Siwek, P.E. - Consulting Engineer (Fishbeck)

Date: 9/29/2023

Recommended by: *Evangelos Bantios*  
 Evangelos Bantios, P.E. - Project Engineer

Date: 10/2/2023

Approved by: *Joel Brown*  
 Joel Brown, P.E. - Chief Engineer

Date: 10/5/2023

Approved by Board on: \_\_\_\_\_

**JIM NASH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

**Jim Nash, Oakland County Water Resources Commissioner**  
**Evergreen Farmington Sanitary Drain Drainage District**  
**For Construction of 8 Mile Road CAP Phase 2 - 8 Mile Pump Station 54-Inch Relief Forcemain**  
**Southfield, Michigan**

Construction Estimate No. 1

September 1, 2023 to Sept. 30, 2023

Department No. : 6010101  
Fund No. : 58410  
Project No. : 1-3181

✓

Account No. : 730352  
Program No. : 149667  
Activity : FAC  
Vendor No. : 40260  
Contract No. : 10305  
Date of Contract : 7/17/2023  
Completion Date : 1/12/2025

Contractor :  
Dan's Excavating, Inc.  
12955 23 Mile Road  
Shelby Township, MI 48315

Original Contract Amount: \$10,381,154.00

Previous Change Order Numbers (none): \$0.00

Change Orders This Estimate Numbers (none): \$0.00

Total Net Change Orders: \$0.00

Adjusted Contract Amount: \$10,381,154.00 ✓

Subtotal To Date: (Sheet 2 of 2 Column 7) \$790,713.26

Less Deductions to Date: (Sheet 2 of 2 Column 7) \$0.00

Gross Estimate: (Work in Place) 7.62% \$790,713.26 ✓

Less Amount Reserved: (10% of Gross Estimate) \$79,071.33

Total Amount Allowed To Date: \$711,641.93

Less Previous Estimates: \$0.00

Net Payment Request To Be Paid To Contractor: \$711,641.93

Reserve Payment to Contractor \$0.00

Balance of Contract To Date ✓ \$9,590,440.74 Accounting Auditor: *BCR* 10/3/2023

Less Previous Transfers To Reserve: \$0.00 ✓

Amount of Current Transfer: \$79,071.33

Prepared by: *Charles J. Roarty, Jr.*  
Charles J. Roarty, Jr., P.E. - NTH Consultants

Date: 2023 09 29

Recommended by: *Joe Siwek*  
Joe Siwek, P.E. - Consulting Engineer (Fishbeck)

Date: 9/29/2023

Recommended by: *Evangelos Bantios*  
Evangelos Bantios, P.E. - Project Engineer

Date: 10/3/2023

Approved by: *Joel Brown*  
Joel Brown, P.E. - Chief Engineer

Date: 10/9/2023

Approved by Board on: \_\_\_\_\_

**JIM NASH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

MEMO TO: Mr. Jim Nash, Chairman  
of the Drainage Board for the EVERGREEN - FARMINGTON SANITARY DRAIN SYSTEM

FROM: Shawn Phelps, Chief of Fiscal Services  
OCWRC Accounting



For Shawn Phelps

DATE: October 24, 2023

SUBJECT: Request for Board approval of payment of the following invoices:

Date	Ref No.	Paid To	For	Amount
10/6/2023	V # SIN00214856	Orchard Hiltz & McCliment Inc	Invoice # 67709 - Contracted Services - 09/16/23	3,009.18
			Total	\$ 3,009.18