

## Intercounty Drain Board Meeting Minutes

### **Willoughby-Toman Intercounty Drain**

Lapeer, Sanilac & St. Clair Counties

**Wednesday, February 21, 2024**

Sanilac County Drain Office, 60 W. Sanilac Ave., Room 201, Sandusky, MI

#### Members Present:

Brady Harrington, Michigan Department of Agriculture, Chair  
Joe Suma, Lapeer County Drain Commissioner  
Doug Sweet, Sanilac County Drain Commissioner  
Jim Hartson, St. Clair County Deputy Drain Commissioner

#### Others Present:

Erik Schwanz – BMJ Engineers & Surveyors, Inc., Joe Brezvai – Michigan Department of Agriculture, and  
Angela Kramer – Sanilac County Deputy Drain Commissioner

#### **1. Call to Order**

Chairperson Harrington called the meeting to order at 11:00 a.m. at Sanilac County Drain Office, 60 W. Sanilac Ave., Room 201, Sandusky, Michigan. The purpose of the meeting was to review completed maintenance; review proposed maintenance; review assessment and take appropriate action; authorize the payment of invoices; and any other business that may come before the Board.

#### **2. Motion for Secretary**

Motion by Suma, supported by Sweet that Sanilac County acts as secretary. Yeas: Suma, Sweet, Hartson.  
Nays: None. Motion carried.

#### **3. Agenda**

Motion by Sweet, supported by Hartson to approve the agenda as presented. Yeas: Sweet, Hartson, Suma.  
Nays: None. Motion carried.

#### **4. Approval of Minutes**

Motion by Sweet, supported by Suma to approve the minutes of the May 26, 2023 meeting as presented.  
Yeas: Sweet, Suma, Hartson. Nays: None. Motion carried.

#### **5. Communications and reports of Board members, committees and consultants**

##### **(a.) Review completed maintenance / (b.) Review proposed maintenance**

Erik Schwanz of BMJ Engineers & Surveyors, Inc. spoke on the status of maintenance. The three year project with Dutch Excavating was completed in 2023. A bid was received last fall for herbicide application on the entire drain in the amount of \$19,833 from Advanced Tree Care Service. ATC was unable to complete this last fall, so they will begin in the spring of 2024. The Board authorized Sanilac County Drain Maintenance Supervisor Greg Holman to do the inspections on the herbicide application in all counties.

##### **(c.) Review assessment and take appropriate action**

The Board agreed upon doing a one year assessment for roughly \$25,000-\$30,000 to cover the cost of the herbicide application and contingency. Chair Harrington will send around a Comp of Cost.

##### **(b.) Treasurer's Report**

Hartson reported that St. Clair County is in the red -\$25,566.79, but should be back in the black after settlement is complete. Suma reported that Lapeer County's current balance is \$3,305.70. Sweet reported that Sanilac's current balance is \$1,881.27. Motion by Sweet, supported by Suma to accept the Treasurer's Report as presented. Yeas: Sweet, Suma, Hartson. Nays: None. Motion carried.

**6. Approval of Invoices**

None.

**7. Other Business**

St. Clair County is authorized to make the contractual payment to ATC after inspection has been completed.

**8. Public Comment**

None.

**9. Set the Date, Time and Location of the Next Meeting**

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

**10. Adjourn**

Motion by Sweet, supported by Hartson to adjourn at 11:11 a.m. Yeas: Sweet, Hartson, Suma. Nays: None.

Motion carried.

Respectfully submitted,

Angela Kramer  
Sanilac County Deputy Drain Commissioner  
Acting Secretary

**Willoughby-Toman Intercounty Drain – St. Clair 47%, Sanilac 41%, Lapeer 12%**

# Willoughby-Toman IC Drain

## 801 Drain Fund

January 1, 2018 - February 20, 2024

| DATE                                | TRANSACTION TYPE | NUM   | NAME                                   | MEMO/DESCRIPTION                          | SPLIT                 | AMOUNT       | BALANCE     |
|-------------------------------------|------------------|-------|----------------------------------------|-------------------------------------------|-----------------------|--------------|-------------|
| 801 - Special Drains Fund           |                  |       |                                        |                                           |                       |              |             |
| Willoughby-Toman IC                 |                  |       |                                        |                                           |                       |              |             |
| Beginning Balance                   |                  |       |                                        |                                           |                       |              |             |
| 03/31/2018                          | Journal Entry    | 667   |                                        | 2018 Mar wages/equip pay back expense     | -Split-               | -257.70      | -21,935.06  |
| 05/02/2018                          | Check            | 23042 | Avery Allen Construction Company, Inc. | Cleanout-inv# 161270                      | Cleanout              | -25,748.55   | -22,192.76  |
| 05/02/2018                          | Check            | 23041 | Avery Allen Construction Company, Inc. | Cleanout-inv# 161269                      | Cleanout              | -8,968.00    | -47,941.31  |
| 05/31/2018                          | Journal Entry    | 684   |                                        | 2018 May wages/equip pay back             | -Split-               | -22.50       | -56,909.31  |
| 11/01/2018                          | Check            | 23512 | BMJ Engineers                          | Engineering-inv# 78383                    | Engineering           | -5,667.50    | -62,599.31  |
| 11/01/2018                          | Check            | 23513 | Fahey Schultz Burzych Rhodes           | Legal-inv# 41733                          | Legal                 | -3,667.99    | -66,267.30  |
| 11/01/2018                          | Check            | 23514 | Spicer Group                           | Engineering-inv# 189325                   | Engineering           | -2,176.00    | -68,443.30  |
| 11/26/2018                          | Deposit          |       |                                        | 2018 County at large assessment           | At Large assessments  | 4,581.43     | -63,861.87  |
| 11/27/2018                          | Deposit          |       |                                        | 2018 cost share with Lapeer County        | Miscellaneous income  | 2,625.00     | -61,236.87  |
| 11/30/2018                          | Journal Entry    | 707   |                                        | 2018 Nov wages/equip pay back             | -Split-               | -67.50       | -61,304.37  |
| 12/03/2018                          | Check            | 23576 | Avery Allen Construction Company, Inc. | Cleanout-inv# 161328                      | Cleanout              | -8,920.80    | -70,225.17  |
| 01/07/2019                          | Check            | 23622 | Avery Allen Construction Company, Inc. | Cleanout-inv# 161332                      | Cleanout              | -10,540.80   | -80,765.97  |
| 02/05/2019                          | Check            | 23657 | Spicer Group                           | Engineering-inv# 194609                   | Engineering           | -690.00      | -81,455.97  |
| 03/01/2019                          | Check            | 23636 | BMJ Engineers                          | Engineering-inv# 78651                    | Engineering           | -3,578.75    | -85,034.72  |
| 03/28/2019                          | Journal Entry    | 731   |                                        | 2019 Feb wages/equip pay back             | -Split-               | -45.00       | -85,079.72  |
| 04/02/2019                          | Deposit          |       |                                        | 2018 Lynn Twp at large assessment         | At Large assessments  | 2,954.70     | -82,125.02  |
| 05/23/2019                          | Journal Entry    | 734   |                                        | 2018 Specials/delinquent assm'ts          | -Split-               | 8,878.87     | -73,246.15  |
| 05/30/2019                          | Deposit          |       |                                        | Sanilac County-inv#10252018-05            | Miscellaneous income  | 15,960.00    | -57,286.15  |
| 08/01/2019                          | Check            | 23865 | BMJ Engineers                          | Engineering-inv# 79124                    | Engineering           | -3,250.71    | -60,536.86  |
| 08/01/2019                          | Check            | 23884 | Avery Allen Construction Company, Inc. | Pay estimate #3                           | Pay estimate          | -10,443.15   | -70,980.01  |
| 10/01/2019                          | Check            | 23995 | Avery Allen Construction Company, Inc. | Pay estimate #4                           | Pay estimate          | -3,322.75    | -74,302.76  |
| 11/01/2019                          | Check            | 24115 | BMJ Engineers                          | Engineering-inv# 79550                    | Engineering           | -14,373.52   | -88,676.28  |
| 11/28/2019                          | Deposit          |       |                                        | 2019 County at large assessment           | County at Large       | 831.11       | -87,845.17  |
| 12/02/2019                          | Check            | 24155 | Sanilac County Drain Commissioner      | Clerical expense                          | Miscellaneous expense | -131.64      | -87,976.81  |
| 12/12/2019                          | Deposit          |       |                                        | Lapeer Co TV funds to IC Treasurer        | Miscellaneous income  | 7,122.00     | -80,854.81  |
| 12/12/2019                          | Deposit          |       |                                        | Sanilac Co TV funds to IC Treasurer       | Miscellaneous income  | 239.31       | -80,615.50  |
| 03/23/2020                          | Deposit          |       |                                        | 2019 Lynn Twp at large assessment         | At Large assessments  | 2,350.00     | -78,265.50  |
| 05/31/2020                          | Journal Entry    | 808   |                                        | 2019 Specials/delinquent assm'ts          | -Split-               | 20,318.89    | -57,946.61  |
| 06/11/2020                          | Deposit          |       |                                        | Sanilac Co share of project cost          | Assessment            | 20,500.00    | -37,446.61  |
| 07/01/2020                          | Check            | 24436 | Dutch Excavating                       | Pay estimate #1                           | Pay estimate          | -33,966.00   | -71,412.61  |
| 07/01/2020                          | Check            | 24438 | BMJ Engineers                          | Engineering-inv# 80095                    | Engineering           | -1,726.65    | -73,139.26  |
| 07/01/2020                          | Check            | 24437 | Dutch Excavating                       | Pay estimate #2                           | Pay estimate          | -3,774.00    | -76,913.26  |
| 08/03/2020                          | Check            | 24499 | Sanilac County Drain Commissioner      | Soil erosion permit                       | Permitt fee           | -142.85      | -77,056.11  |
| 11/23/2020                          | Deposit          |       |                                        | 2020 County at large assessment           | County at Large       | 655.71       | -76,400.40  |
| 02/01/2021                          | Check            | 24772 | BMJ Engineers                          | Engineering-inv# 80778                    | Engineering           | -4,582.50    | -80,982.90  |
| 03/24/2021                          | Deposit          |       |                                        | 2020 Lynn Twp at large assessment         | At Large assessments  | 1,854.03     | -79,128.87  |
| 05/31/2021                          | Journal Entry    | 871   |                                        | 2020 Drain special assessments            | -Split-               | 16,030.57    | -63,098.30  |
| 06/01/2021                          | Check            | 24915 | Sanilac County Drain Commissioner      | Soil erosion permit                       | Permitt fee           | -272.60      | -63,370.90  |
| 06/02/2021                          | Check            | 24916 | BMJ Engineers                          | Engineering-inv# 81144                    | Engineering           | -1,632.06    | -65,002.96  |
| 06/24/2021                          | Deposit          |       |                                        | Sanilac Co cost share on project          | Miscellaneous income  | 16,173.46    | -48,829.50  |
| 07/06/2021                          | Check            | 24961 | Campbell Farm Tiling                   | Restoration work-inv# 1453                | Restoration           | -1,383.46    | -50,212.96  |
| 08/26/2021                          | Deposit          |       |                                        | Lapeer County, cost share of project      | Miscellaneous income  | 4,733.69     | -45,479.27  |
| 09/01/2021                          | Check            | 25044 | Dutch Excavating                       | Cleanout-final pay estimate               | Pay estimate          | -74,608.00   | -120,087.27 |
| 11/22/2021                          | Deposit          |       |                                        | 2021 County at large assessment           | County at Large       | 748.00       | -119,339.27 |
| 12/09/2021                          | Deposit          |       |                                        | Atlantic Engineering Group-utility permit | Drain permit          | 441.00       | -118,898.27 |
| 12/09/2021                          | Deposit          |       |                                        | Atlantic Engineering Group-utility permit | Drain permit          | 175.00       | -118,723.27 |
| 12/16/2021                          | Deposit          |       |                                        | 2021 Lynn Twp at large assessment         | At Large assessments  | 2,115.00     | -116,608.27 |
| 06/06/2022                          | Deposit          |       |                                        | 2021 Sanilac County cost share of project | Miscellaneous income  | 18,450.00    | -98,158.27  |
| 06/16/2022                          | Journal Entry    | 962   |                                        | 2021 Special/delinquent assm'ts           | -Split-               | 18,287.03    | -79,871.24  |
| 07/11/2022                          | Deposit          |       |                                        | 2021 Lapeer Co cost share of project      | Miscellaneous income  | 5,400.00     | -74,471.24  |
| 11/14/2022                          | Deposit          |       | Deposit Advice                         | Century Title 74-26-006-1001-101          | Early payoff          | 74.51        | -74,396.73  |
| 11/18/2022                          | Journal Entry    | 990   |                                        | 2022 County at Large assessment           | -Split-               | 748.00       | -73,648.73  |
| 12/28/2022                          | Deposit          |       | Deposit Advice                         | 2022 Lynn Twp at large assessment         | At Large assessments  | 2,115.00     | -71,533.73  |
| 05/15/2023                          | Deposit          |       | Deposit Advice                         | 2022 Lapeer County assessments            | Assessment            | 5,400.00     | -66,133.73  |
| 05/18/2023                          | Journal Entry    | 1015  |                                        | 2022 Drain specials/delinq assm'ts        | -Split-               | 18,287.03    | -47,846.70  |
| 05/22/2023                          | Deposit          |       | Deposit Advice                         | 2022 Sanilac Co special assessments       | Assessment            | 18,450.00    | -29,396.70  |
| 06/12/2023                          | Deposit          |       | Deposit Advice                         | Transfer funds to drain treasurer         | Miscellaneous income  | 791.91       | -28,604.79  |
| 11/20/2023                          | Journal Entry    | 1036  |                                        | 2023 County at Large Assessments          | -Split-               | 748.00       | -27,856.79  |
| 12/18/2023                          | Deposit          |       | Deposit Advice                         | Luke Provse, 8754 Martin Rd, Lynn Twp     | Drain permit          | 175.00       | -27,681.79  |
| 12/27/2023                          | Deposit          |       | Deposit Advice                         | 2023 Lynn Twp at large assessment         | At Large assessments  | 2,115.00     | -25,566.79  |
| Total for Willoughby-Toman IC       |                  |       |                                        |                                           |                       | \$ -3,631.73 |             |
| Total for 801 - Special Drains Fund |                  |       |                                        |                                           |                       | \$ -3,631.73 |             |







