

LELAND DAM AUTHORITY
Regular Meeting – Wednesday, July 31, 2019
Approved 11/01/19

Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.

Call to Order:

Meeting called to Order by Chairman Bob Joyce at 11:00 a.m. Today's meeting is being held at the Government Center, 8527 E. Government Center Drive, Suttons Bay, Michigan.

Pledge of Allegiance:

The Pledge of Allegiance to the Flag of the United States of America was led by Chairman Joyce.

<u>Roll Call:</u>	Road Commissioner James Calhoun	ABSENT
	Drain Commissioner Steve Christensen	PRESENT
	Road Commissioner Tom Eckerle	PRESENT
	Road Commissioner Bob Joyce	PRESENT
	Road Commissioner Greg Mikowski	ABSENT (Arrived at 11:10 a.m.)
	Road Commissioner John Popa	PRESENT

Guests present.

Approval of Agenda and Late Additions/Deletions:

Popa asked to have an update on dam inspections added under Old Business.

**MOTION BY CHRISTENSEN TO APPROVE THE AGENDA AS AMENDED.
SECONDED BY ECKERLE.**

Discussion – none.

AYES – 4 (CHRISTENSEN, ECKERLE, JOYCE, POPA)

NO – 0 ABSENT – 2 (CALHOUN, MIKOWSKI) MOTION CARRIED.

Public Comment:

None.

Action Items –

Approval of Organizational and Regular Session Meeting Minutes, April 18, 2019:

**MOTION BY CHRISTENSEN TO APPROVE THE ORGANIZATIONAL AND
REGULAR SESSION MEETING MINUTES OF APRIL 18, 2019. SECONDED BY
POPA.**

Discussion – none.

AYES – 4 (CHRISTENSEN, ECKERLE, JOYCE, POPA)

NO – 0 ABSENT – 2 (CALHOUN, MIKOWSKI) MOTION CARRIED.

Communications:

None.

Old Business:

Christensen and Maintenance Director Gerald Culman II gave a brief update of the underwater dam inspection that happened last week. Culman stated it was a perfect day for the two divers to do the dam inspection above and below. The turnaround time for pictures and inspection results is not certain. Christensen stated that the overall three-year inspection is forthcoming and will be done by Spicer Group, Inc.

New Business –

1. Flooding Issues in Control Room:

Patrick Machin, President of Machin Engineering was present to discuss the Leland Dam OSHA (Michigan Occupational Safety & Health Administration, MIOSHA or shorthand, OSHA) Research Project Review dated July 19, 2019 (on file in the Clerk's office).

Machin stated that review was done by Jim Coughlin, P.E., Senior Engineer of the firm. Coughlin had spoken with Joe LeBlanc, Safety Consultant for MIOSHA regarding safety concerns for workers entering the spillway area below the hydraulic gate. OSHA requires a mechanical interlock on hydraulic systems to serve as a safety measure for workers in case of a hydraulics failure. Discussion took place with LeBlanc about the thoughts of developing a remote grease system to remove the need for workers to enter the spillway area to grease the bearings. Machin said this type of system is used in many types of dams and prevents the need for workers going out on the dam as the greasing could be done from the control room. If workers must access the spillway area, OSHA would require a mechanical interlock in case of a hydraulic failure with the gate. Machin explained that would be some sort of geared mechanical interlock that ratchets as it opens and stays engaged, not allowing it go in the opposite direction if motion stops.

Machin said the next item of concern after a site visit was the potential for flooding inside of the control room. Some of the discussion in the review is putting in a cutoff wall to prevent the lake water from rising into the spillway area and flooding it; however, if water were to get into the control room, a sump pump system would be the other recommendation.

Road Commissioner Mikowski arrived at 11:10 a.m.

Machin answered questions from the Board regarding the mechanical interlock operations. Christensen said that the interlock system would also be beneficial for future maintenance issues, such as replacing worn out seals on each side of the gate.

There are currently two transducer pins in place that should sense how many pounds of pressure are being held, and one of the sensors is not functioning. Christensen said they need to have the interlock in place so they can disconnect the hydraulics and replace those pins so they have the sensors back. The water in the control room is due to the extremely high lake level. Christensen said that the control room contains electronics and needs to be addressed so it is a controlled environment that they can heat, cool, and dehumidify so the dam continues to work properly.

Machin next reviewed the proposal to provide engineering services to the Board (on file in the Clerk's office). Machin said the proposal includes the design for a new greasing system, mechanical interlock, and consideration of the recent emergency flooding issues in the control room. The focus on the proposal is to develop the design, generate contract documents including drawings and specifications for a contractor, and then have a contractor build it accordingly. This is also a follow up during construction doing monitoring, in general make sure everything is going as it is supposed to. Christensen said that Machin Engineering has been hired for other work by the County and that is why they have prepared the proposal, instead of going out for bids, on this particular project. They now can go out for bids for the contractor work, but Machin will be providing the design work.

Machin answered questions about the Discovery Phase of the proposal, where they propose to do a 3D laser scan and measure all existing components to generate a model for use in design. Machin stated that they will include bidding services when looking at contractors at no extra cost. Administrator Janik stated that the County's legal counsel will draft the Request For Proposal (RFP) but it will tie into the bid.

Christensen stated that when they go in front of Board of Commissioners to discuss the portion regarding flooding and cost from the contractor, it will be a surprise for them. They will need a ball-park range for cost to do construction and Machin said he doesn't want to give them a number that is too low so he will look into it. Administrator Janik said this will be a tough sell to the Board, as cash is tight after the Governmental Center's HVAC project and LEC roof project. This is a major ticket item that wasn't planned for, budgeted for, or that the Board was informed of would be coming.

Christensen said that there is a certain amount of work that should get done within a certain timeframe if possible. For example, if the lake level rises and water freezes inside the control room and Culman can't get the door open to access the room. The cost of doing it is the big number and there is a Special Assessment District in place for the riparians on the lake, and that on previous large projects for the dam, that the cost was split between the County and the riparians.

Treasurer John A. Gallagher III asked Christensen for clarification if the Special Assessment District was still set up and is it under the guides of the lake level statute or is it just as special assessment? Popa stated that the district was permanently set up.

Gallagher said since it was set up there has been significant growth and the district should be recalculated.

Discussion continued between members, Janik, and Gallagher. Christensen said that the Clerk will work with Janik, legal counsel, and Gallagher to see who has the authority to move forward with a special assessment and how much it would cost the County to do that. Janik said that prior to bringing this to the Board of Commissioners in August, they need to do more research and have answers to some of these questions and know what they are asking the County to commit to.

Machin suggested that they could look at the possible emergency component of the project first. The flooding will become an emergency situation should the water continue to rise or freeze, and also an operator working in the control room in an electrical environment. Culman stated currently there is approximately 2" of water on the floor at any given time. Joyce stated he felt that though the other pieces need to be addressed, that going ahead with the emergency portion was a good point. It is the health, safety, and welfare of the employees that is crucial.

Conversation continued to determine how to proceed and gather the necessary information to take to the Board of Commissioners in August.

MOTION BY CHRISTENSEN TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO ACCEPT THE ENGINEERING WORK BID FROM MACHIN ENGINEERING PER QUOTE DATED JULY 22, 2019, TO INCLUDE BIDDING SERVICES. SECONDED BY POPA.

Discussion – none.

AYES – 5 (CHRISTENSEN, ECKERLE, JOYCE, MIKOWSKI, POPA)

NO – 0 ABSENT – 1 (CALHOUN)

MOTION CARRIED.

Eckerle suggested the Authority make a motion agreeing that Christensen work with Administrator Janik to gather information necessary for presenting to the Board of Commissioners at next week's meeting.

MOTION BY ECKERLE FOR AGREEMENT THAT DRAIN COMMISSIONER CHRISTENSEN WORK WITH ADMINISTRATOR JANIK TO PREPARE A PROPOSAL OF THE NECESSARY EMERGENCY REPAIR WORK TO BE PRESENTED TO THE BOARD OF COMMISSIONERS AT THE EXECUTIVE MEETING TUESDAY, AUGUST 13, 2019. SECONDED BY MIKOWSKI.

Discussion – none.

AYES – 5 (ECKERLE, JOYCE, MIKOWSKI, POPA, CHRISTENSEN)

NO – 0 ABSENT – 1 (CALHOUN)

MOTION CARRIED.

2. Pin Replacement:

Culman explained that the one transducer pin, on left in the picture (on file) and closest to walkway, is not reading right. That is why the safety mechanism to support the arms is needed in order to make it safe to disconnect and change out the pin. The pins are priced at approximately \$1,700.00 per pin. The pin is working to hold what it is supposed to, but the electronics inside it do not work to send signal. Culman stated he is not looking for approval today for action, he just wants everyone aware of the issue.

3. Per Diem/Mileage:

Popa distributed a copy of the Leelanau County Board Per Diem Policy adopted July 15, 2014, and stated it is his understanding that neither the Leland Dam Authority (LDA) or the Board of Public Works (BPW) have agreed to a per diem policy. Popa read a motion he drafted that said any member can receive a per diem when going to Board of Commissioner meetings or other township meetings. He is recommending that the Dam Authority adopt this as other commissions do.

MOTION BY POPA TO REQUEST THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS AUTHORIZE LELAND DAM AUTHORITY MEMBERS TO RECEIVE MILEAGE AND PER DIEM TO ATTEND MEETINGS THAT PERTAIN TO THE LELAND DAM AUTHORITY; INCLUDING MEETINGS WITH THE BOARD OF COMMISSIONERS AND GOVERNMENTAL TOWNSHIPS.

Discussion – Christensen suggested adding a statement to the motion explaining that meetings that they would go to would be meetings that the Authority know about and want someone to attend. The individual would not choose to go to a meeting and charge mileage and per diem unless agreed upon ahead of time and approved by the Chairman. Discussion continued among members to agree on the wording of the motion. Popa amended his motion.

MOTION BY POPA TO RECOMMEND TO THE LEELANAU COUNTY BOARD OF COMMISSIONERS TO AUTHORIZE DAM AUTHORITY MEMBERS TO RECEIVE MILEAGE AND PER DIEM TO ATTEND MEETINGS THAT PERTAIN TO THE DAM AUTHORITY, INCLUDING MEETINGS WITH BOARD OF COMMISSIONERS AND GOVERNMENTAL TOWNSHIPS, WITH PRIOR APPROVAL OF THE LELAND DAM AUTHORITY CHAIRMAN. SECONDED BY CHRISTENSEN.

Discussion – none.

AYES – 5 (POPA, CHRISTENSEN, ECKERLE, JOYCE, MIKOWSKI)

NO – 0 ABSENT – 1 (CALHOUN) RECOMMENDATION CARRIED.

Public Comment:

Eric Lind – Suttons Bay Township. Lind said he was surprised that no one was attending today from the (Lake Leelanau) Lake Association. Popa stated that he was, and would update them of today's meeting at the next Lake Association meeting.

County Treasurer, Gallagher – Gallagher mentioned that members may want to consider the current allocation of their budget and what amount they are able or willing to spend toward the proposed study, should the Board of Commissioners ask.

Authority Member Comments:

Chairman Joyce confirmed with Administrator Janik that there will be a conference call tomorrow at 11:00 a.m. between legal counsel, Christensen, and Janik.

Popa reminded everyone that there is a Board of Public Works meeting next Tuesday at 11:00 a.m., which will include a presentation from the Northport/Leelanau Township Utilities Authority.

Adjourn:

Meeting adjourned at 12:01 p.m. by Chairman Joyce.

Bob Joyce, Chairman
Leland Dam Authority

Alison Middleton, Deputy County Clerk
for Michelle L. Crocker, Leelanau County Clerk