



WEEKLY PROGRESS MEETING MINUTES

CARRIER CREEK DRAIN
EATON COUNTY, MICHIGAN
DIVISION V



Tuesday, January 3, 2006 – 10:40 a.m. – 11:00 a.m.

Attending: (Name, Company, Phone)

Dave Wilcox , Eaton County Drain Office, 517-599-8887	Steve Berry , E.T. MacKenzie, 517-627-4470
Mathew Hannahs , Spicer Group, 517-719-2898	Keith Howlett , E.T. MacKenzie
Tessa Donovan , Spicer Group, 989-213-5983	Larry Ringwelski , Lansing Poured Wall Company, 517-646-9166
Marc Plotkin , SME, 517-204-0320	Nicole Cook , HFTW&B, 517-886-7116
Larry Protasiewicz , Spicer Group, 989-928-8013	

1. Sign In

2. Construction Schedule/Progress

MacKenzie is on hold until the ground freezes or dries. Once it does, they will continue constructing inlet structure A. They may bring in a bulldozer to remove the wet material on the surface of the road.

Mat Hannahs will be in contact with MacKenzie regarding construction schedule for the week. Due to the weather, there will probably be very little work this week.

Division A – MacKenzie still needs to pour the floor for the building, but cannot proceed until ground dries.

Buildings – finish materials are as follows:

- Brick – *Glen-Gery Brick*: Windham Brick, colored mortar consistent w/sample.
- Quality Edge Siding & Shingles/Eavestroughs & Downspouts: Clay #807
- Certainteed XT25 Shingles: Weathered Wood
- Doors and trim are to be painted consistent with brick and siding.

Access panel for gate actuator – Discussed conflicts with actuator and building wall and about installing access panel to service from the outside of the building. Mat Hannahs advised that the plans direct the contractor to coordinate the location of the actuator with the manufacturer to avoid conflict with the building wall. The panel will not work because the location does not allow for access from the outside. Lansing Poured Wall to review actuator shop drawing to determine if the motor can be removed for service, if necessary. If this is not feasible, then a new actuator will be looked at.

Mat Hannahs advised that Division IV is beginning construction. The Contractors for both Divisions will have to work together to coordinate access and avoid conflicts.

3. Field Observations, Problems, Decisions

-Dam Protection – Dam has been constructed higher than the top of the culvert, but it is not high enough to allow water to enter the inlet structure. Keith with MacKenzie said he has been checking it often to make sure there will be no problems.

-Surficial Sand Quantity – MacKenzie has been paid up to quantity Spicer calculated, even though MacKenzie calculated higher quantities. MacKenzie to submit calculations for Spicer to review.

4. Staking Schedule

5. Material Delivery Schedule/Submittals

Reviewed shop drawing were returned to Larry Ringwelski for Staff Gauge, Aluminum Cover Plate, & Handrails with notes to make corrections noted and submit 4 copies for our use.

6. Miscellaneous

Entranceway cleanup – MacKenzie needs to clean up and place stone at the entrance for Division V. Spicer Group to meet to show them the limits. Sign laying on ground at entrance is not MacKenzie. MacKenzie will be doing the work today.

Pond – Dave to meet with legal counsel regarding Area G pond bottom elevation and trees on dam.

Permanent signs need to have plywood installed on the back of the sign and then they need to replace the “Do Not Enter” signs previously installed.

LBWL needs to come back to the site and clean up materials at the entrance. (we later found out these belonged to Consumers Energy.)

7. Questions/Comments

Utility companies were not present for today’s meeting.

MacKenzie has fixed the gate and it is working properly.

Payment will be submitted by Friday.

All meeting minutes are up at <http://www.carriercreek.com/minutes.htm> or on the Project Status Page in the PM section of the website.