



WEEKLY PROGRESS MEETING MINUTES

CARRIER CREEK DRAIN  
EATON COUNTY, MICHIGAN  
DIVISION V



Tuesday, January 17, 2006 – 10:30 a.m. – 10:43.m.

**Attending:** (Name, Company, Phone)

<b>Dave Wilcox</b> , Eaton County Drain Office, 517-599-8887	<b>Steve Berry</b> , E.T. MacKenzie, 517-627-4470
<b>Mathew Hannahs</b> , Spicer Group, 517-719-2898	<b>Keith Howlett</b> , E.T. MacKenzie
<b>Tessa Donovan</b> , Spicer Group, 989-213-5983	<b>Nicole Cook</b> , HFTW&B, 517-886-7116
<b>Larry Protasiewicz</b> , Spicer Group, 989-928-8013	<b>Terry Belill</b> , Spicer Group

**1. Sign In**

**2. Construction Schedule/Progress**

- Area A – Construction is on hold due to weather.
- Area B – Construction is on hold due to weather.
- Spicer found that the structure handrail submitted had a 1½-inch outside diameter from the supplier. MacKenzie was advised that the pipe for the handrail shall be 1½-inch schedule 40. This will make the outside diameter approximately 2-inches.
- Spicer needs to obtain a scheduled from Lansing Poured Wall Co. (LPW) regarding the screen fence around the generator. The Owner will have the fence installed by a fencing company at the end of the project instead of by the Contractor.
- Once weather conditions improve, Owner, Engineer, and Property Owner will walk Area G pond regarding the depth and tree plantings. Contractor will be informed of the work that will be done with the sand seams and sand in the bottom of Area G.

**3. Field Observations, Problems, Decisions**

- Surficial Sand Quantity – Spicer has not received information from MacKenzie.
- 3-inch conduits need to be installed for the electrical. Spicer will advise MacKenzie of where the conduits need to be placed.

**4. Staking Schedule**

- Inlet structure at Area B needs to be staked once weather clears up.
- MacKenzie needs the sanitary sewer staked, where it crosses Area B dam.

**5. Material Delivery Schedule/Submittals**

- None.

**6. Miscellaneous**

- Sweeping drive – Spicer advised MacKenzie that they would like the drive to be swept weekly.

**7. Questions/Comments**

- 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.