

Flood Control Committee
May 4, 2017

The **Flood Control Committee** met Thursday, May 4 2017, at 5:15 p.m. in the City Hall Conference Room. Present were Chairperson Jeff Erlenbusch, Committee Members; Ken Gardner, Rick Huber and Brant Kassner. Also present were Floodplain Administrator Samantha Malenovsky and Recorder Payroll/Claims Clerk Ally Capps.

1. Recommendation on KLJ contracts for services.

Floodplain Administrator Malenovsky went through the draft Agreement of the master contract to engage KLJ to move forward with the task orders pursuant with the new agreement. Explaining, these task orders as Description of Services that would be in the master contract. The summary included anticipated services KLJ would provide in FY 2018.

Pages 1-19 are of the proposed agreement between the owner and engineer for professional services. Page 20 and beyond, is the suggested form of task order with exhibits A - K, breaking down the phases of work. As these tasks are completed, they will come before the Flood Control Board.

The City will be required to carry insurance coverage as explained in Exhibit G section 2, By Owner, City of Miles City, it will need to cover; Worker's Compensation, Employees Liability, General Liability, Excess Umbrella Liability, Automobile Liability and / or Other.

Once the contract is signed, we can determine how fast these tasks are moved through; this will depend on how much the Council is willing to spend on the proposed task orders.

<u>Description of Services</u>	<u>Suggested FY18 Budget</u>
Program Management / On- Call Engineering	\$72,000
Government Relations/ Public Involvement	\$28,000
Structure Inventory	\$16,665
Interior Drainage	\$5,600
Hazardous, Toxic & Radioactive Waste Investigation	<u>\$33,500</u>
Total Estimated FY18 Fees	\$156,465.00

These task orders may span multiple fiscal years, as they will be ongoing with the Section 205 project. The total fee for each task order could be different then above; however, KLJ did not anticipate exceeding the above fees during July1, 2017 – June 30, 2018.

Committee Member Huber asked Floodplain Administrator Malenovsky; What if there are financial overages in completing work for these task orders. Is it easy to go over the projected rates if the project has unforeseen expenditures? Floodplain Administrator Malenovsky responded, KLJ is figuring the amounts a little higher and if we are getting close to the proposed

budgeted amounts, the Flood Control Board will be involved and kept apprised of any financial Extensions. If an extension is needed it will need the approval of the Flood Control Board and Council.

*** Committee Member Ken Gardner made a motion on the Recommendation to Council for the contracts for service related to the Section 205 study and continued work on the Flood control project. Committee Member Kassner seconded the motion.*

*** Motion passed unanimously 3-0*

1. Recommendation to Council on the Jackson, Murdo & Grant, P.C contract for services related to the Flood control project.

Floodplain Administrator Malenovsky went through the proposed engagement letter for the Flood control project ranging from early May 2017 to the end of FY 17, and not exceeding \$10,000.00, which will include an in person meeting in Miles City with the Committee and City or County staff, scheduled May 25, 2017 at 1:30pm. By the end of the 2016-2017 FY, Jackson, Murdo and Grant, P.C., anticipate providing the Committee an analysis and recommendation for the best option for a flood district formation and funding the City and County share of construction and maintenance costs. FY 2017-2018 anticipated charges are not to exceed \$15,000.00, which will include one on-site meeting with the Committee and City or County staff. The work anticipated by Jackson, Murdo & Grant, P.C., will be to coordinate with the Committee on the Section 205 USACE study and if necessary to complete USACE study requirements, the commencement of creation of the District.

Fees after June 30, 2018, will need to be negotiated.

Billing will be to the City of Miles City for 70% and Custer County will receive a bill for 30% as described in the Letter of Agreement between the City and County.

Committee Member Gardner asked Floodplain Administrator Malenovsky if they were going to help in setting up the SID and the parameters in setting up the district. Floodplain Administrator Malenovsky responded, Jackson, Murdo & Grant, P.C would help in forming the new Floodplain District, making sure all legalities are being met for the forming of the new district.

Chairperson Erlenbusch also responded with what he and the County Commissioners are discussing for the Flood District. It would encompass all of the city limits and out in the County. The Commissioners are being a bit reluctant to say what they foresee in the county for the Flood District.

Committee person Gardner stated he believed all those that are current water and sewer customers on City services currently should be included in the Floodplain district. The larger the Floodplain district the less financial burden per household for the new district.

Committee Member Huber asked for clarification for a better understanding of what Jackson, Murdo and Grant, P.C., would be doing for the funds contracted in FY016-17 and FY 17-18. Making sure that Jackson, Murdo & Grant, P.C., can come up with not just the legal issues of forming a district but also being able to communicate the benefits for the community of the Flood control district making it user friendly and understandable. Floodplain Administrator Samantha Malenovsky was going to be meeting with them later this month. Committee Member Huber would like to have a special council meeting called, so the Council is informed and able to answer questions from citizens with an understanding of the new Flood district.

*** Committee Member Gardner recommends to the Council the Recommendation on the Jackson, Murdo & Grant, P.C. contract for services related to the Flood control project. Seconded by Committee Member Kassner, the motion carried unanimously. 3-0*

2. Request of Citizens/Public Comment:

-None.

3. Committee Members Comments:

-None.

4. Adjournment

*** Committee Member Huber moved to adjourn the meeting, seconded by Committee Member Kassner and passed unanimously, 3-0.*

There being no further business, the Committee adjourned at 5:45 p.m.

Respectfully Submitted,

Flood Control Committee Chairperson


Ally Capps Recorder


Jeff Erlenbusch Chairperson