



8723 E Via de Commercio #A-204
Scottsdale, AZ 85258
P: (480) 991-3595 F: (480) 751-1810

MEETING MINUTES

Date: November 27, 2023

PACE Job No. B614

Meeting Date: November 27, 2023 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #6

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	X
Marty Boland	Town of Jerome	X
Henry MacVittie	Town of Jerome	X
Krishan Ginige	SEC	X
Neil Wilson	SEC	X
Duong Do	PACE	X
Mike Krebs	PACE	
Nancy Nakaji	PACE	X
Taylor Pierce	PACE	X
Andrea Jaycox	PACE	

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
 - a. 60% Design Submittal (Internal Submission Date: 1/9/2024)
 - b. 90% Design Submittal (Internal Submission Date: 2/24/2024)
 - c. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Preliminary Design (60%)	<ul style="list-style-type: none"> a. Access Road Design b. Collection Main Line Design c. Mechanical & Civil Design d. Electrical Design e. Structural Design f. Technical Specifications TOC 	PACE, SEC, Wright

5. 30% Design Review Meeting Availability this week

- Review Meeting set for Friday 12/1 at 9:30am

6. Memorandum of Understanding to Verde Exploration

- i. Easement request

- Discussed meeting w/ Stratton Law Firm to review easement requests. Draft MOU is underway.

7. Site Information, Surveys, and Constraints

- a. New Sewer Alignment Review (tabled to 30% review)

- i. Depth and slope requirements
- ii. Manhole count
- iii. Excavation: cut slope, material storage, hard dig
- iv. Drainage
- v. Future access for maintenance by Town

- b. Easement Review

- i. 30' permanent access road easement with additional slope easement
- ii. 25' new sewer easements w/ additional construction easement

8. Outstanding Items

- a. **30% Design Review**

9. Coordination Items

- a. AZPDES Meeting Summary – Submit early 2024 (90%)

- briefly summarized meeting with ADEQ and their concurrence with copper and discharge location requests.

- b. APP application – Submit early 2024 (after AZPDES)

- 10. Feedback from the Town
 - a. Blower Noise Field Study Results
- 11. Reporting
 - a. Next Consent Order Status Report on or before February 4, 2023
- 12. Action items

ITEM	RESPONSIBLE PARTY	DUE
Maps and Legal Line of Easement	PACE, Mike Krebs	