



8723 E Via de Commercio #A-204
Scottsdale, AZ 85258
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MEETING MINUTES

Date: August 26, 2024

PACE Job No. B614

Meeting Date: August 26, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #21

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	X
Marty Boland	Town of Jerome	
Henry MacVittie	Town of Jerome	X
Tyler Christensen	Town of Jerome	
Jane Moore	Town of Jerome	X
Krishan Ginige	SEC	X
Neil Wilson	SEC	X
Duong Do	PACE	X
Mike Krebs	PACE	X
Nancy Nakaji	PACE	
Taylor Pierce	PACE	X
Andrea Jaycox	PACE	X
Daniel Sanchez	PACE	X
Nathan Tesch	PACE	X
Nick Eddington	PACE	X
Jeremy Foster	PACE	X

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
 - a. Final Design Submittal (Anticipated September 13, 2024)
 - b. **90% review meeting will be held on 9/9/24 at 10:00 AM in Jerome Town Council Chambers**

4. Updated Project Schedule (Sent to ADEQ)
 - a. July 15, 2024 – Finalize roadway alignment and easement documentation
 - b. July 30, 2024 – Finalize 90% design package
 - c. August 15, 2024 – Finalize 100% design package
 - d. August 15, 2024 – Record easements
 - e. August 16, 2024 – Submit final design package to USDA-RD
 - f. September 16, 2024 – Receive USDA-RD Authorization to Bid
 - g. November 15, 2024 – Receive Bids
 - h. December 16, 2024 – Construction Notice to Proceed
 - i. December 31, 2025 – Construction completion

5. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Final Design	a. Incorporate 90% Design Comments and Corrections	PACE, SEC
Permitting	a. 4.01 NOI b. APP c. AZPDES	PACE

6. Easement Status updates by Town of Jerome
 - a. Verde Ex
 - i. **Negotiations are on-going. The Town is currently trying to obtain an appraised value for the land needed.**
 - b. Leachman and Crosby
 - i. **These easements should be secured as soon as possible. SEC to prepare new exhibit with 1:1 embankment slope and rip rap as needed.**
 - ii. **The Town and SEC will work through the format of the legal description of permanent easement. Recorded easements to include a map.**
 - c. Easement Exhibits:
 - i. 43 SF from Leachman
 - ii. 20 SF from Crosby
 - iii. 5,715 SF from Verde Ex
 - iv. **These quantities will be updated with revised graphic.**

7. Final Design Progress

- a. 90% IFR Design Review Meeting
 - i. **Meeting scheduled for 9/9 in place of the regular design progress meeting.**

- b. 90% submitted to ADEQ
8. On-going discussion topics and potential construction issues:
- a. Bypass piping around new WWTP structure
 - b. Temporary routing of existing sewer laterals
 - c. Construction Staging Location
 - i. Easement/rental/Town property
 - d. Construction vehicle turn-around/access
 - e. Concrete and Pumper Truck simulation
 - i. Standard mixer truck - ok
 - ii. 31M pumper truck - ok
 - f. Access Gate Location
 - i. Access gate locations will be discussed at 90% review meeting.
 - ii. Proposed solution is at property boundary on access road off North Dr. and then using some of the over-excavated material to create a barrier on the Cemetary Rd at the property line.
 - g. Boulder catch fence concept above the plant – Bid Alternate
 - i. Provide 10ft Rockfall Barrier, Geobruigg GBE-500A-R or Engineer Approved Equal. Installed cost \$70k-100k
 - h. Waste Location for Excess material
 - i. Verde Ex Discussions
 - ii. Neighboring properties
 - iii. Cemetery parking area
 - i. Compaction on the fill slopes along the switchbacks may be challenging for contractors.
9. Outstanding Items
10. Coordination Items
- a. Applications being finalized for AZPDES, APP, 4.01 Notice of Intent to Discharge
 - i. Include: Town of Jerome, PACE, SEC, Wright, PKA
11. Feedback from the Town.

12. Reporting

- a. Next Consent Order Status Report on or before October 19, 2024.

13. Action items:

ITEM	RESPONSIBLE PARTY	DUE