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Scottsdale, AZ 85258
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MEETING MINUTES

Date: July 15, 2024

PACE Job No. B614

Meeting Date: July 15, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #19

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	X
Marty Boland	Town of Jerome	X
Henry MacVittie	Town of Jerome	X
Tyler Christensen	Town of Jerome	
Jane Moore	Town of Jerome	X
Krishan Ginige	SEC	
Neil Wilson	SEC	X
Duong Do	PACE	X
Mike Krebs	PACE	X
Nancy Nakaji	PACE	X
Taylor Pierce	PACE	X
Andrea Jaycox	PACE	
Daniel Sanchez	PACE	X
Nathan Tesch	PACE	
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. 90% Design Submittal (Anticipated July 30, 2024)
 - b. 100% Design Submittal (Anticipated August 15, 2024)

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 (90%)	<ol style="list-style-type: none"> a. Incorporate 60% Design Comments and Corrections b. Technical Specifications <i>(done)</i> c. Basis of Design Report <i>(done)</i> 	PACE, SEC
Permitting	<ol style="list-style-type: none"> a. 4.01 NOI b. APP c. AZPDES 	PACE

6. Easement Status updates by Town of Jerome
 - a. Verde Ex
 - b. Leachman and Crosby
 - c. *The Town requested an updated exhibit detailing the total square footage of easement required from Verde Ex. The exhibits are preliminary and are with Krishan for review at the moment.*
 - d. *The preliminary totals are as follows:*
 - *43 SF from Leachman*
 - *20 SF from Crosby*
 - *5,715 SF from Verde Ex*
 - e. *Marty anticipates no pushback from Leachman or Crosby as the easement is exactly what the road is right now. No changes will be made to their properties.*
 - f. *The Town is meeting with Verde tonight (7/15) to establish the course forward. Brett will provide brief update following the meeting.*
7. 90% Design Progress
 - a. Mechanical Plan

- i. No updates.
 - ii. **Minor markups to the plans given additional time.**
 - b. Structural Plan
 - i. 90% plans received.
 - c. Electrical Plan
 - i. 90% plans received.
 - d. Civil Plan Update
 - i. FPVC vs HDPE Sewer Line:
 - 1. Min. 275ft vs 200ft radius of curvature
 - 2. HDPE required
 - 3. Current Manhole count: 11 (2)
 - ii. New Cemetery Bypass road alignment.
 - 1. **Neil shall to perform a site visit w/ Marty to review the access road, sewer laterals and to evaluate the existing conditions.**
 - 2. **Some locating was already performed on the existing sewer line by the Town.**
 - iii. Section of sewer line bid as bid alternate for line on Verde Ex property.
 - 1. **The boulder catch fence will also have to be a bid alternate because it is not specifically listed in the original PER.**
- 8. On-going discussion topics and potential construction issues:
 - a. Bypass piping around new WWTP structure
 - i. **No changes after the sewer pipeline adjustments.**
 - b. Temporary routing of existing sewer laterals
 - c. Construction Staging Location
 - i. Easement/rental/Town property
 - ii. **Verde is the owner of most properties being evaluated as staging sites, but other options can be explored if needed.**
 - d. Construction vehicle turn-around/access

- e. Concrete and Pumper Truck simulation
 - i. Standard mixer truck - ok
 - ii. 31M pumper truck – ok
 - f. Simulation will be performed again on new roadway alignment.
 - g. Access Gate Location?
 - i. PACE proposed placing the gate at the Town property boundary to prevent people from starting down the access road.
 - ii. Marty suggests adding a smaller, secondary gate on the cemetery road in case someone gets through the cemetery.
 - iii. Neil cautions not to place the gate too far down the road else cars will have no place to turn around and could get trapped. It was discussed that the existing cemetery gate and access is Verde's problem to solve. A second gate owned by the Town provides better security.
 - iv. Provide 10ft Rockfall Barrier, Geobrug GBE-500A-R or Engineer Approved Equal. Installed cost \$70k-100k
 - 1. Bid alternate as previously noted.
 - h. Waste Location for Excess material
 - i. Quantity updates are needed due to the access road changes. Some waste material may be stored on the treatment site, but efforts are still being made to find a suitable waste location.
 - ii. Some waste could potentially be dumped off the side of the road where it will collect at the bottom of the canyon.
 - iii. Verde Ex Discussions
 - 1. Could likely use the material, but is not making any requests either way.
 - iv. Neighboring properties
 - v. 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
- ii. WET test results

11. Feedback from the Town.

- a. The public is asking if this is the last time the treatment plant will be updated.
 - i. Taylor: the SBR treatment process will produce high quality effluent, and is sized to treat wastewater in quantities greater than what the Town is currently experiencing. This allows for a large amount of growth before the plant requires upgrades to the process. If the need arises, the plant can be upgraded to an MBR plant. The process can also be intensified as an alternative, however either upgrade will occur with minimal changes to infrastructure, and will not require the level of coordination with Town residents or with Verde Ex that the Town is experiencing with the current SBR upgrade.

12. Reporting

- a. Next Consent Order Status Report on or before July 19, 2024, to include ADEQ on 90% design package.

13. Action items:

ITEM	RESPONSIBLE PARTY	DUE