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Scottsdale, AZ 85258
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MEETING MINUTES

Date: June 3, 2024

PACE Job No. B614

Meeting Date: June 3, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #17

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	
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	X
Neil Wilson	SEC	X
Duong Do	PACE	
Mike Krebs	PACE	
Nancy Nakaji	PACE	X
Taylor Pierce	PACE	X
Andrea Jaycox	PACE	X
Daniel Sanchez	PACE	
Nathan Tesch	PACE	
Nick Eddington	PACE	X
Jeremy Foster	PACE	X

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
 - a. Influent monitoring removed from scope.
 - b. Sewer replacement likely to be moved to a bid alternate, depending on easement discussions with Verde Ex.

- c. Potential new access road designed to bypass the cemetery road.

3. Next Deliverable and Upcoming Dates

- a. 90% Design Submittal
- b. 100% Design Submittal (ADEQ Submission Date: 6/25/2024)
 - i. ADEQ has been notified that delays could arise due to the negotiations with Verde Ex.

4. Current Scope of Work:

TASK	DISCUSSION	RESPONSIBLE PARTY
Final Design (90%)	<ul style="list-style-type: none"> a. 60% Design Comments and Corrections b. Technical Specifications 	PACE, SEC, Wright, PKA
Permitting	<ul style="list-style-type: none"> a. 4.01 NOI b. APP c. AZPDES 	PACE

5. 90% Design Progress

- a. Mechanical Plan Review
 - i. No changes.
 - ii. Mech sheets are complete
- b. Structural Plan Update
 - i. Structural 90% sheets received.
 - ii. CCC changes
 - 1. WWTP staff is on board with the CCC sharing a wall with the retaining wall.
- c. Electrical Plan Update
 - i. Submittal was meant to be 5/31, but they should be received by PACE this week.
- d. Civil Plan Update
 - i. FPVC vs HDPE Sewer Line:
 - 1. Min. 275ft vs 200ft radius of curvature
 - 2. HDPE needs to start at MH 7
 - 3. Manhole count: 11
 - ii. Jane discussed performing a site walk for the potential new cemetery bypass access road.

- iii. The cemetery bypass may be more advantageous to the project as no improvements can be made to the portion of the access road that lies within the cemetery. The bypass road will have an 18% grade, which is comparable to the previous design.
- iv. Krishan and Taylor mentioned that the earthwork required for the cemetery bypass will add costs to the project because more excavation will be required to bypass the cemetery.

6. Easements

- a. Status of agreement between Verde Ex/Development / AZ State Parks / Town of Jerome
- b. Site driveway – Cemetery Rd easement – Verde Ex
 - i. Decision regarding Verde Ex easement agreement & potential new access road.
- c. Sewer line easement – Verde Ex
 - i. Discussions ongoing.
- d. A portion of the cemetery bypass road still crosses Verde Ex property, and so an easement is required. Verde Ex may continue to withhold easements.
- e. It was discussed that because the sewer line is on Verde Ex property, that they may bear considerable responsibility in the maintenance of the pipe and in the event of a breakage or blockage.
- f. PACE and SEC will attend the next executive session with Town council on June 11. Team will try to meet with the Town prior to public forum. Jane to discuss w/ Brett current status and plan for the public meetings. Both Bond and Legal counsel shall be included on the discussions.
- g. The civil plans are on hold until a resolution can be reached with Verde Ex.

7. On-going discussion topics and potential construction issues:

- a. Bypass piping around new WWTP structure
- b. Temporary routing of existing sewer laterals
- c. Construction vehicle turn-around/access

- d. Concrete and Pumper Truck simulation
 - i. Standard mixer truck - ok
 - ii. 31m pumper truck - ok
 - e. Access Gate Location
 - f. Boulder catch fence concept above the plant.
 - g. Waste Location for Excess material
 - i. Verde Ex Discussions
 - ii. Neighboring property
 - iii. Cemetery parking area
 - h. Compaction on the fill slopes along the switchbacks may be challenging for contractors.
8. Outstanding Items
9. 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
 - b. Andrea w/ PACE is meeting with Town's attorney to review contract documents.
 - c. Team is preparing for the next executive Town Council meeting to discuss easements and plant influent sewer line.
10. Feedback from the Town
11. Reporting
- a. Next Consent Order Status Report on or before July 19, 2024, to include ADEQ on 90% design package.
12. Action items:

ITEM	RESPONSIBLE PARTY	DUE
Town Council Meeting		6/11/2024