



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

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MEETING MINUTES

Date: June 17, 2024

PACE Job No. B614

Meeting Date: June 17, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #18

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	X
Neil Wilson	SEC	X
Duong Do	PACE	X
Mike Krebs	PACE	
Nancy Nakaji	PACE	X
Taylor Pierce	PACE	X
Andrea Jaycox	PACE	X
Daniel Sanchez	PACE	
Nathan Tesch	PACE	X
Nick Eddington	PACE	
Jeremy Foster	PACE	X

Discussion Topics:

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

- i. PACE preparing notice to ADEQ for delays related to easements.

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
 - i. No updates.
- b. Structural Plan
 - i. No updates.
- c. Electrical Plan
 - i. Received, No update.
- 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
 - ii. Access Road Site Walk w/ Town Results.
 - 1. Town has elected to proceed with the shorter alignment that has minimal distance on Verde Ex property.
 - 2. Easements still needed on three properties being crossed by access roadway.
 - iii. Sewer line bid as bid alternate for line on Verde Ex property.
 - 1. Town confirmed this is the preferred path to move forward with the design.
 - iv. Timeline.
 - 1. SEC to submit proposal for change in scope and updated schedule.

2. 90% to follow the updated civil drawings. To be submitted for review to USDA and ADEQ.
3. 100% submittal and Permit Applications.
4. USDA Authorization to Advertise.

6. Easements

- a. Site driveway – Cemetery Rd easement – Verde Ex, Other properties
 - i. Decision regarding Verde Ex easement & potential new access road.
- b. Sewer line easement – Verde Ex
 - i. Decision regarding Verde Ex easement & potential future project.

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

- a. Bypass piping around new WWTP structure
- b. Temporary routing of existing sewer laterals
 - i. Will not be required with bid alternate approach.
- c. Construction Staging Location
 - i. Marty to investigate locations near the site.
- d. Construction vehicle turn-around/access
- e. Concrete and Pumper Truck simulation
 - i. Standard mixer truck - ok
 - ii. 31M pumper truck – ok
 - iii. SEC will verify turning radius on new alignment.
- f. Access Gate Location?
 - i. Town preference is to have an access gate at the top of the hill. Provide gate with a walkthrough option (kissing gate) for pedestrian traffic.
- g. Boulder catch fence concept above the plant?
 - i. Town would like fences included above plant only. PACE to investigate viable options and include on Civil plans.
- h. Waste Location for Excess material
 - i. Verde Ex Discussions

- ii. Neighboring property
 - iii. Cemetery parking area
 - iv. Town is continuing to inquire for places to lose material. Significantly less material will need to be wasted w/ bid alternate approach.
 - i. 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
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