



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

Date: February 19, 2024

PACE Job No. B614

Meeting Date: February 19, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #11 Minutes

Attendance:

Name	Company	Present
Brett Klein	Town of Jerome	
Marty Boland	Town of Jerome	X
Henry MacVittie	Town of Jerome	X
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	
Daniel Sanchez	PACE	

Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
 - a. 60% Design Submittal (Internal Submission Date: 2/23/2024)

-60% Design will be submitted this week, to include drawing package, specification TOC, and draft design report. Team will meet with Town of Jerome to review the 60% design submittal in detail, once released.

- 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. 60% Design Progress

- a. Mechanical Plan Review
 - i. Process Flow Diagram
 - ii. Headworks Arrangement and Influent Line

- align so that the rock trap follows flow path.

- iii. Yard Piping and Lift Stations Plan
- iv. Admin and Blower Building
- v. Drying Beds
- vi. Overflow Basins

- b. Structural Plan Review

- preference is for interior double drywall and insulated walls over block construction.

- c. Civil Plan Review

- i. HDPE Sewer alignment
 - 1. min. 200ft radius of curvature.
 - 2. Manhole count: 11
- ii. Potential construction issues: Bypass at WWTP, temporary routing of sewer existing laterals, turn-around/access.

- reached out to local cement company to run truck simulation. Needed to finalize road layout to establish the easements.

- iii. Access Gate Location - Tabled
- iv. Waste Location for Excess material – Tabled

- North Drive will be widened to 18' for truck access. The widened road will be gravel.
- concrete access road apron from 89A will be extended through the curve onto North Drive.
- there is a potential easement issue with Cemetery Road. It will infringe on property owners regardless of alignment. Road has been adjusted to avoid APS pole. Marty and Jane to contact homeowners for best solution/outcome. SEC to provide exhibit of proposed roadway.
- Discussion concerning what to do with the extra material, (dirt, boulders, etc.), from new sewer road and plant construction.
 - Marty to talk to mining company next week to see if they can use any of the dirt and gravel. Marty to also discuss w/ adjacent property owner for interest/use of material.
 - Possible to use some of it to level off uneven areas or downslopes around the plant.
 - Possible to use some of it to cover area in front of cemetery entrance.

d. Electrical Updates

- i. As-Builts
- ii. Will receive this week.

e. Basis of Design Report

- to be provided in draft form with the 60% package.

6. Memorandum of Understanding to Verde Exploration

- i. Sewer easement provided to Verde Rep on 2/1 with standard language document.
- ii. Will need to provide legal descriptions of easements for parcel numbers 401-03-001P and 401-03-043C
- iii. SEC to provide exhibit of easements

- Site Information, Surveys, and Constraints

b. Easement Review

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

7. Outstanding Items

8. Coordination Items

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

- i. Confirmed that permit will remain with major modification for new process and discharge.
 - b. APP application – Submit early 2024 (after AZPDES)
 - c. 4.01 Notice of Intent to Discharge
- 9. Feedback from the Town
- 10. Reporting
 - a. Next Consent Order Status Report on or before May 4th, 2024
- 11. Action items:

ITEM	RESPONSIBLE PARTY	DUE
Maps and Legal Line of Easements	SEC/PACE	