



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

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## MEETING MINUTES

Date: February 5, 2024

PACE Job No. B614

Meeting Date: February 5, 2024 at 10:00AM

Location: Microsoft Teams

Meeting called by / Organizer: Taylor Pierce (PACE)

Subject: Jerome WWTP Improvements Design Meeting #10

### Attendance:

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

### Discussion Topics:

1. Introductions
2. Review of Previous Meeting Minutes
3. Next Deliverable and Upcoming Dates
  - a. 60% Design Submittal (Internal Submission Date: 2/16/2024)
  - 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%)	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. Headworks Unit Review

- The team discussed alternative solutions for grit traps/chambers. The Town's preference is for a simple and accessible point for periodic cleaning. PACE will evaluate options and discuss with Henry.

ii. Yard Piping Plan

- The team briefly reviewed plans. The existing waterline is to be protected in place during construction, no other known pipes that need be protected during construction.

iii. Admin and Blower Building

- Include a sink and window on the counter side. The proposed eyewash/shower will be removed and a sink-adapted eyewash will be fitted onto the new sink. Add desk space to corner. There will be no shower in the admin building.

- The Town requests an AC unit would be preferable to the proposed evaporative cooling unit. The admin room drop ceiling placed at 8'. The blower room ceiling will be 11'.

- SEC suggested placing the doors to the admin room and blower rooms above grade approx. 6" to accommodate the driveway grading. A step can be provided for both rooms.

iv. Drying Beds

v. Overflow Basins

b. Civil Plan Review

i. Sewer alignment with HDPE – min. 200ft radius of curvature.

ii. Manhole count: 11

iii. Potential construction issues: Bypass at WWTP, temporary routing of sewer existing laterals, turn-around/access.

- The proposed manhole upstream of plant influent has a significant drop and steep grade into plant. The current plant influent pipe is at a 26% slope, which PACE says is acceptable and can be run with DIP and fittings.

- The team shall review the application for internal/external drop manholes.

- sections of steep pipe for the main and lateral will require use of slope anchors.

iv.

c. Electrical and Structural Updates

d. Access gate

- Discussion of gate location tabled for the time being. Options include Cemetery entrance, exit, and property line.

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

- SEC will draft exhibits to share with Verde Ex. Legal descriptions can be written after 60% design.

7. Site Information, Surveys, and Constraints

a. Easement Review

i. 30' permanent access road easement with additional slope easement

ii. Width of new sewer easements w/ additional construction easement TBD

8. Outstanding Items

9. 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

10. Feedback from the Town

11. Reporting

- a. Next Consent Order Status Report on or before May 4<sup>th</sup>, 2024

12. Action items

ITEM	RESPONSIBLE PARTY	DUE
Maps and Legal Line of Easements	PACE, Mike Krebs	