

## Meeting Minutes

Project: Sanitary Sewer and Watermain to serve Lenwood Heights & Brook lane SW

Meeting Date: Tuesday, August 2, 2011

Meeting Time: 7:00 PM

Meeting Location: City of Rochester Public Works Department, City Government Center

<u>Follow-up action</u>	<u>Who</u>	<u>Date</u>
Identifiy concerns & issues	Committee members	August 23, 2011
Determine ownership of triangle piece of land at Lenwood Dr & Book Lane intersection	Jim Loehr	August 23, 2011
Prepare timeline to construction	Jim Loehr	August 23, 2011
Meet with Pat Cawley and Jerry Lobland	Jim Loehr	August 23, 2011

### 1. Introductions

- Ed Hruska, City of Rochester; Jim Loehr, City of Rochester; Bill Angerman, WHKS; Daren Sikkink, WHKS; Jerry Goodrich, Carol Karnes, Bill Cochran, and Bob Tremain
  - Ed Hruska made opening remarks to the advisory committee to come up with ideas that would benefit the subdivision.

### 2. Power Point Presentation

- Bill Angerman presented what are the expectations of the advisory committee and background on the project.
- Jim Loehr presented the cost breakdown which was part of the City's feasibility report.
- Bill Angerman discussed the meeting schedule and the objectives of each meeting.
- Bill Angerman discussed what WHKS' scope of services was for the project. A handout was given to the committee members to review (see attached).
- Daren Sikkink reviewed the preliminary plans and discussed design alternatives.
- See attached power point presentation.

### 3. Discussion Items

- Geology of project
  - It was noted that the geology is significantly different from Lenwood Dr vs. Brook Ln.
  - Borings identified rock depth on Lenwood Dr but corings were not taken to determine the hardness of the rock. Cores would be taken during the final design stage.
  - It was discussed that the proposed sanitary sewer might be able to be raised in some locations along Lenwood Dr. However, the basement elevations for these homes would require pumping from the lower level. Several of the properties pump currently. By

raising the sanitary sewer, trench rock excavation would be reduced, therefore reducing costs.

- Drainage Issues
  - Drainage issues were brought up during the meeting but it was decided to talk about drainage at a future meeting.
- Ownership of Lenwood park
  - It is believed that the City of Rochester owns this land.
  - Action Item: Jim Loehr will research ownership of the property.
- Project Schedule
  - It was suggested that the committee receive a copy of the proposed project schedule.
  - Action Item: Jim Loehr will prepare a project schedule.

A copy of the preliminary plans was handed out to the committee

4. Next Meeting

- Tuesday, August 23, 7 pm.
- Discuss: Identify concerns and issues.

Contact Daren Sikkink (WHKS & Co., 507-288-3923, [dsikkink@whks.com](mailto:dsikkink@whks.com)) with additions or corrections to these minutes.

# Sanitary Sewer & Watermain to Serve Lenwood Heights & Brook Lane SW Rochester, Minnesota

Design Advisory Committee - Meeting One

8/2/11

WHKS & CO.

# Introductions

- Ed Hruska - Councilmember
- Jim Loehr – City of Rochester  
Project Manager
- Bill Angerman, P.E. – WHKS  
Consultant Project Manager
- Daren Sikkink, P.E. – WHKS  
Design Engineer
- Committee Members

# Meeting Agenda

- Introductions
- Expectations
- Background
- Meeting Schedule and Objectives
- Review Scope of Preliminary Analysis/Feasibility Study
- Preliminary Plan Review
- Next Meeting/Action Items

# Expectations

- Ed Hruska
- Committee members must communicate with property owners in their group
- Open discussion to address neighborhood concerns
  - rock excavation
  - trees
  - access
  - etc.

# Background

- City Council received a petition to extend sanitary sewer and watermain to Lenwood Heights / Brook Lane
- Preliminary design and a Feasibility Study was performed.
- The Feasibility Study was presented to the City Council on June 20, 2011
- City Council called for Advisory committee to be formed

# Background



# Background

## Design Issues

- Costs
- Access to individual properties
- Trees and landscaping
- Depth of sanitary sewer
- Trench rock excavation (added expense)
- Existing Water system
  - Location of mains and continuity of service
- Gravity sanitary sewer to serve the lowest floors of all houses

# Background

<b>WQPP Subsidy for Project's Construction</b>	<b>Est. Cost</b>	<b>Subsidy</b>	<b>WQPP Cost</b>
Sewer and Sewer Service Connection Charges	\$14,250	0	\$14,250
Water and Water Service Connection Charges	\$11,500	11,500	0
<b>Total</b>	<b>\$25,750</b>	<b>11,500</b>	<b>\$14,250</b>
<b><i>Allowances for Public Improvements</i></b>			
Sewer Availability Charge (Trunkline Sewer)	\$ 1,000	1,000	0
Water Availability Charge (Water Tower)	\$ 1,000	1,000	0
<b>Total</b>	<b>\$ 2,000</b>	<b>2,000</b>	<b>0</b>
<b>Total WQPP Estimated Cost and Subsidy</b>	<b>\$27,750</b>	<b>\$13,500</b>	<b>\$14,250</b>
<b><i>Allowances for Private Work</i></b>			
Sewer Lateral (\$1,000) Septic Closure (\$500)		\$ 1,500	
<b>Total Allowances for Public Improvements and Private Work</b>		<b>\$15,000</b>	

# Meeting Schedule and Objectives

- Meeting 1 August 2
  - Introductions and design review
- Meeting 2 August 23
  - Review issues and concerns
- Meeting 3 Sept. 13
  - Respond to issues and concerns
  - Discuss tree removal with Jacob Ryg – City Forester
  - Discuss private water system with Doug Rovang – Rochester Public Utilities

# Meeting Schedule and Objectives

- Meeting 4 Oct. 4
  - Review and discussion of plan alternatives
- Meeting 5 Oct. 25
  - Consensus on design and issues
- Neighborhood Design Meeting TBD

# Review Scope of Preliminary Analysis/Feasibility Study

See Handout

- Topographic survey of neighborhood
- Obtain soil data and rock elevations
- Meet with property owners to access their property
- Determine existing water & sewer locations
- Design sanitary sewer and watermain with alternate alignment options

# Review Scope of Preliminary Analysis/Feasibility Study

- Prepare plan and profile sheets of the design options and the gathered information
- Prepare preliminary Engineer's estimate of costs based on the design alternatives
- Meet with City to discuss Feasibility Study
- Attend neighborhood meeting to discuss findings of Feasibility Study

# Preliminary Plan Review

- A 12 inch watermain would be extended from the intersection of 18<sup>th</sup> Ave to the Lenwood Dr and Brook Ln intersections
- An 8 inch watermain would be extended to the end of Brook Ln and Lenwood Dr loop & Court, which includes new fire hydrants
- 1 inch copper water service lines would be connected to the existing water service pipe at the property line

# Preliminary Plan Review

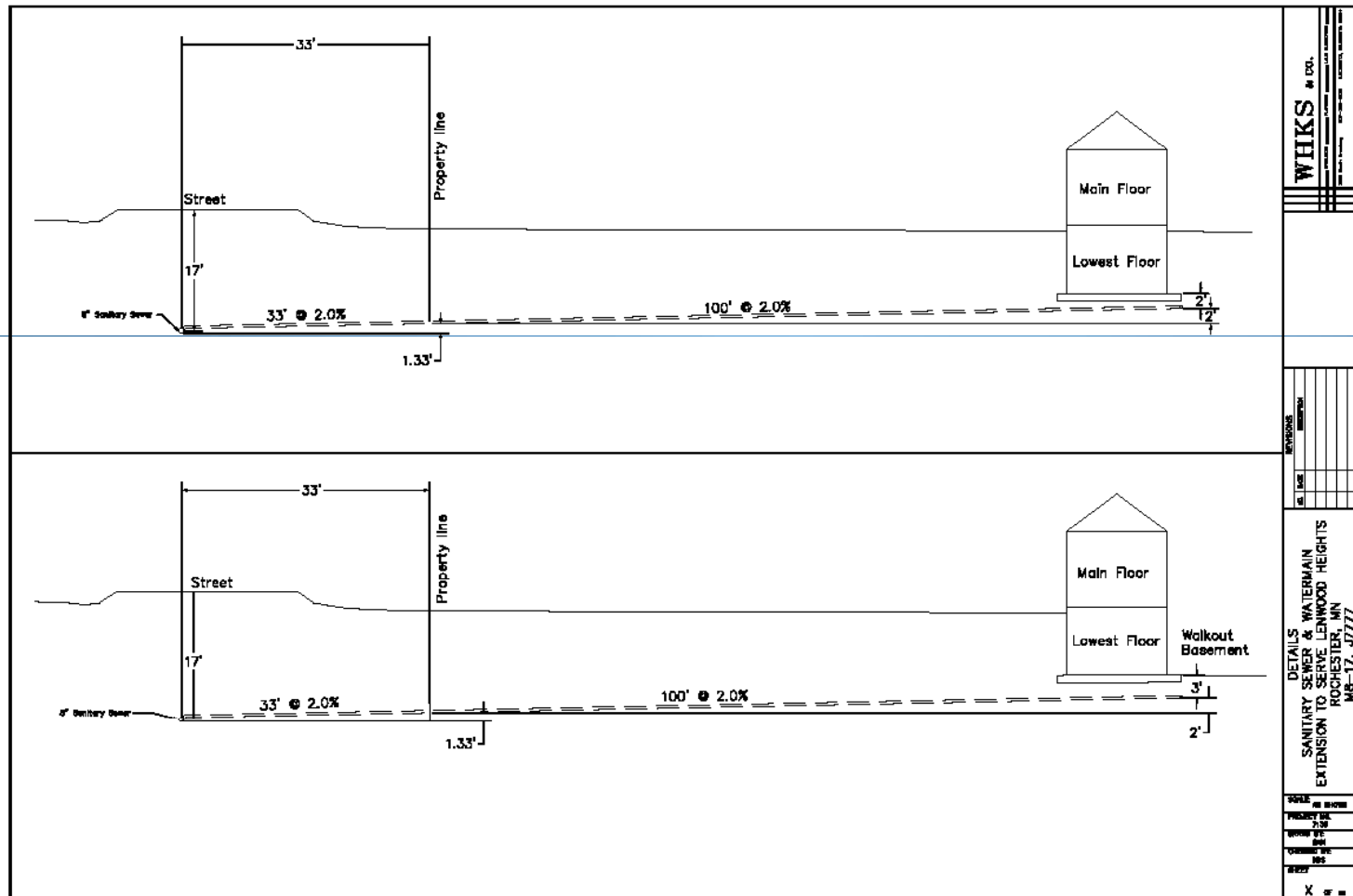
- Alternate routes were analyzed
- East alternate : Provide an 8 inch watermain from Brook Ln to the existing well house lot between two properties along property line
- North alternate : Provide an 8 inch watermain from Mayowood Rd to the loop intersection of Lenwood Dr
- Each alternate would reduce traffic issues for vehicles climbing the hill on Lenwood Dr

# Preliminary Plan Review

- An 8 inch sanitary sewer would be extended from the intersection of Lenwood Dr and Mayowood Rd to the end of Brook Ln and the Lenwood Dr loop & Court
- Sanitary sewer services would be extended to the property line for future connection to the house
- Alternate routes were designed similar to the watermain routes



# Typical House Connection



# Next Meeting/Action Items

- Next Meeting – August 23<sup>rd</sup>
- Action Items
  - Identify concerns and issues
  - Determine ownership of triangle piece- Jim
  - Timeline to construction – Jim
  - Meet wit Pat C. and Jerry L. - Jim

Proposal for Engineering Services  
City of Rochester  
Water Quality Protection Program (WQPP)

Project No. M8-17, J7777  
“Sanitary Sewer and Watermain Extension to Serve Lenwood Heights”

Preliminary Analysis/Feasibility Study

Scope of Work

- Schedule meetings with property owners to access their property
- Tie in location of houses, garages, etc.
- Determine basement floor elevations
- Tie in location that sewer services leave houses
- Determine elevation that sewer services leave houses
- Tie in location of septic systems
- Tie in location that water service leaves houses
- Tie in location of water services at boulevard
- Tie in locations of private improvements, landscaping and trees that may be affected by private sewer service lateral installation and septic abandonment
- Tie in location of private utilities and private water system
- Perform complete survey of public right of way (topographical mapping and elevations)
- Determine sanitary sewer alternate alignment options (gravity flow preferred)
- Determine sanitary sewer alternate alignment profiles (elevations)
- Determine watermain alternate alignment options
- Obtain soil data and rock elevations (rock elevations should be taken at approximately 300 foot intervals with intermittent borings as necessary to define rock elevations). Anticipate that 20 borings will be required
- Prepare plan/profile sheets showing survey data and elevations gathered, alternate alignment options and profiles, elevations of roadway, solid rock, basement floors, existing sewer services, alternate sanitary sewer and watermain profile alignment and elevations
- Prepare Engineer’s preliminary estimates based on alignment alternates
- Meet with City as necessary to discuss Preliminary Analysis/Feasibility Study
- Attend neighborhood meeting to discuss findings of Feasibility Study

Compensation

- Actual cost & expense at fee structure

## Design

If the City proceeds with a project the City will negotiate a Design Service Agreement with WHKS for the design of the project. The design services shall include the following:

### Scope of Work

- Detailed survey work (topographical survey, etc.) based on City selected alignment and profile option, and discussions with neighborhood at Feasibility Study meeting
- Determine final sewer & water main alignments and elevations
- Submit easement legal descriptions
- Submit permit applications for sewer and water construction
- Submit 50% completed plans and specifications for City review
- Submit revised Engineers estimate at 50% design completion
- Submit final plans and specifications for City review and approval
- Attend neighborhood final design meeting
- Submit final Engineers estimate at 100% completion
- Bidding process

### Compensation

- Lump Sum

## Construction

If the services of WHKS are required for construction of the project the City will negotiate a Construction Service Agreement with WHKS for construction of the project. The construction services will include the following:

### Scope of Work

- Construction survey & staking
- Soils & materials testing
- Construction inspection
- Property owner interaction
- Record Drawings

### Compensation

- Actual cost at fee structure with a not to exceed provision