

Meeting #3 Minutes

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

Meeting Date: Tuesday, September 13, 2011

Meeting Time: 6:00 PM

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

<u>Follow-up action</u>	<u>Who</u>	<u>Date Assigned</u>	<u>Date Completed</u>
Identify concerns & issues	Committee members	8/2/11	8/23/11
Determine ownership of triangle piece of land at Lenwood Dr & Book Lane intersection	Jim Loehr	8/2/11	8/23/11
Prepare timeline to construction	Jim Loehr	8/2/11	8/23/11
Meet with Pat Cawley and Jerry Lobland	Jim Loehr	8/2/11	8/23/11
Meet with Carol Karnes' & residents of her area	Jim Loehr & WHKS	8/23/11	8/30/11
Meet with Bob Tremain on site	Jim Loehr & WHKS	8/23/11	8/26/11
Meet with residents of Bob Tremain's area with local contractor	Jim Loehr & WHKS	8/23/11	8/29/11
Examine Costs of Alternate sanitary sewer routes	WHKS	8/23/11	Cancelled
Update names on individual property sanitary service maps & distribute to committee members for delivery	WHKS	8/23/11	9/13/11
Invite Jacob Ryg & Doug Rovang to next meeting	Jim Loehr	8/23/11	9/13/11
Discuss abstract question with RPU	Jim Loehr	8/23/11	9/13/11
Post meeting 1 & 2 minutes to website	Jim Loehr	8/23/11	9/1/11
Send agreements to Water Board Attorney John Arnold	RPU	9/13/11	
Schedule meeting with Water Board, John Arnold, Jim Loehr and Doug Rovang the week of Sept. 19	Jim Loehr	9/13/11	
Verify staked manhole locations in the field at Goodrich property	WHKS & Jim Loehr	9/13/11	9/16/11
Meet with Carol's Karnes group on Sept. 20 @ 6 p.m.	Jim Loehr & WHKS	9/13/11	
Invite Jacob Ryg to next meeting	Jim Loehr	9/13/11	9/16/11
Review project with Jacob Ryg	Jim Loehr	9/13/11	9/16/11
Bring list of residents with special needs to next meeting	Committee members	9/13/11	

1. Introductions

- Introduced Doug Rovang Rochester Public Utilities (RPU) to the committee.

2. Discussion of Agreement between the City and Lenwood's Residents/Water Board

- A letter of understanding is being sent to the Water Board discussing the following items:
 - Bill of Sale of the water system
 - Easement of the well site
 - Purchase agreement
- Discussion of when the agreements need to be signed by the Lenwood Association. RPU's October meeting is October 25 and the following City council meeting is November 7. Items for the RPU meeting due October 14.
- It was decided for the City to meet with the Water Board to hammer out any remaining details and schedule issues.

3. Action Items from last meeting

- Meet with Carol Karnes' & residents of her area
 - Jim Loehr and Rick Engstrom from WHKS met with the group on Aug. 30 and discussed issues regarding their properties.
- Meet with Bob Tremain on site
 - Jim Loehr met with Bob Tremain on his property to discuss alternate alignment for sanitary sewer. Bob and Jim thought the sanitary sewer trench would destroy too many trees and was not a feasible option in Bob's area.
- Meet with residents of Bob Tremain's area with local contractor
 - Jim Loehr met with Marie Letendre and Art Fredrick of Fredrick construction. Art discussed how they could directional drill or bore the Letendre sanitary service without disturbing very much of their yard. Art was going to provide a cost estimate for their service and a second estimate to connect to Mayowood Road sanitary sewer.
- Examine Costs of Alternate sanitary sewer routes.
 - After site visits and discussions with committee members, it was decided that further analysis of rear yard alternate alignments was not needed.
- Update names on individual property sanitary service maps & distribute to committee members for delivery
 - Maps were updated and given to each committee member for their respective areas.
- Invite Jacob Ryg & Doug Rovang to next meeting
 - Doug Rovang was in attendance, however Jacob Ryg could not attend and will be invited to a future meeting.
- Discuss abstract question with RPU
 - Doug Rovang was in attendance to discuss water agreement questions.
- Post meeting 1 & 2 minutes to website
 - Meeting 1 & 2 minutes were posted to the City's website.

4. Discussion Concerns

Jim Loehr handed out a sheet with the issues categorized into different areas. See attachment.

- Design Issues
 - Discussed easement along Jerry Goodrich's property.
 - Discussed access into Lenwood in front of Sikkink property.

- Minimizing damage to public and private property and tree damage will be discussed when the City Forester is in attendance.
 - Drainage throughout the subdivision was briefly discussed. Further discussion regarding what improvements should be in this project is required. Also funding sources are being researched.
 - Specification Issues
 - It appears that blasting or dynamite will not be necessary during construction because the sanitary sewer will be raised to limit the amount of rock excavation.
 - A temporary water system will be provided during construction to provide water to all the residents.
 - Mailboxes will be moved to a centralized location away from the construction to avoid damage. The contractor will be required to place the mailbox in the previous location at the end of construction.
 - The committee members are to develop a list of residents with special needs and bring to the next meeting.
 - Other Issues
 - Trust – committee members are asked to communicate the meeting discussions with their areas and discuss modifications/improvements to the plans.
 - RPU and Water Board will meet to answer questions regarding the existing water system.
5. Next Meeting
- Tuesday, September 27, 2011, 6 pm.
 - Discuss: Continue discussion of concerns and issues and meet with Jacob Ryg.

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

handout From
Jim Loehr
9/13/11

Design Issues	<p>Sanitary Sewer Alignments</p> <p>Watermain Alignments*</p> <p>Easements</p> <p>Sewer Service Connections</p> <p>Depth/Gravity Flow Services</p> <p>Minimize Damage to Public and Private Property</p> <p>Trees/Damage Replacement</p> <p>Manhole and Hydrant Locations</p> <p>Drainage</p> <p>Cost for Public Project and Private Services</p>
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Spec. Issues	<p>Blasting/Damage/Liability</p> <p>Maintaining Water Service*</p> <p>Access</p> <p>Mail, Garbage, Etc.</p> <p>Special Needs</p>
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Other Issues	<p>Trust</p> <p>Interest Rate</p> <p>RPU/Water Association Questions</p> <p>Septic Compliance Monitoring</p>
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