

Meeting #4 Minutes

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

Meeting Date: Tuesday, September 27, 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	Completed
Schedule meeting with Water Board, John Arnold, Jim Loehr and Doug Rovang the week of Sept. 19	Jim Loehr	9/13/11	Postponed
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	9/20/11
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	9/27/11

Jacob Ryg, Jim Loehr and Daren Sikkink to meet on site with Jay Hansen, Herman Bleimeyer and Jerry Goodrich regarding trees	Jim Loehr Jacob Ryg Daren Sikkink	9/27/11	
Pat Cawley and Jim Loehr will schedule a meeting with the Lenwood Water Board	Jim Loehr Pat Cawley	9/27/11	
Jim Loehr to update preliminary timeline	Jim Loehr	9/27/11	
Jim Loehr to check into a reduced interest rate	Jim Loehr	9/27/11	
Committee members should discuss issues and the water agreement with members of their group	Committee members	9/27/11	
Distribute water agreements to all residents	Pat Cawley	9/27/11	

1. Introductions

- Introduced Jacob Ryg - City Forester, Rochester Park & Recreation Department to the committee.

2. Discussion of Trees within the project area

- Jacob Ryg has visited the site and reviewed potential impacts to trees in the City Right-of-way.
- Jacob Ryg commented that some trees will be impacted by either pruning or removal.
- A question was asked “How close can you dig to a tree?” Jacob responded with the following:
 - Goal to not dig within 3 trunk diameters of the trunk. This is the zone of rapid taper which is critical to the tree.
 - Construction can occur outside of the zone of rapid taper and the drip line (edge of the tree’s canopy) but it is not ideal. The best practice is to stay outside of the tree’s drip line.
- Jerry Goodrich asked “What clearing width is required to place utilities on his property?” Jim Loehr responded with the following:
 - A 30 foot permanent easement would be required to install both the watermain and sanitary sewer.
 - It was suggested to visit Riverview Heights in northwest Rochester where the City installed sanitary sewer up a steep wooded hill similar to Lenwood.
- Jacob Ryg recommended that any private trees that are subject to damage be looked at by an ASI certified arborist to determine the proper course of action.
- Trees along the east side of Brook Lane will be pruned and some existing damaged trees will be removed.
- A meeting will be scheduled with Jacob Ryg, Jim Loehr, and Daren Sikkink to meet with certain residents that have known tree issues within the street right-of-way or easements.

3. Discussion regarding Water Service Agreements

- Jim Loehr delivered all the Agreements for Municipal Water Service to Pat Cawley.
- The committee discussed what the agreements said and what it meant for the residents of Lenwood.
- The agreements will be delivered to each resident for signatures. It was suggested that each committee member contact the residents in their area to discuss what the agreement meant.

- The committee discussed when the City would start charging residents and what the cost of the water will be. An exact date or rate has not been determined. Further discussion is required.
- Pat Cawley and Jim Loehr will schedule a meeting with the Lenwood Water Board to finalize the agreement to turn the private water system over to the City.

4. Discussion of Concerns

- The residents along the east side of Lenwood Drive (Carol Karnes group) agreed to have the sanitary sewer raised to serve the existing elevations of their sanitary sewer services.
- The committee members provided a list of residents with special needs.
 - Bleimeyer
 - Bromelkamp
 - McCullough
 - Seiver
 - Engel
 - Mielke
 - School Bus
- Accessibility will be addressed in the project specifications.
- Jim Loehr will look into a reduced interest rate for the WQPP.
- Jim Loehr will update the preliminary project timeline based on the recent discussion.
- No blasting or dynamite will be used on the project.
- Committee members are requested to discuss the project issues with residents in their area.
- Pat Cawley and/or the water board will distribute the water agreements to the residents.
- Residents will be notified when water will be shutoff.
- Residents will be invited to a design meeting to discuss miscellaneous design details, such as garbage, mail, etc.

5. Next Meeting

- Tuesday, October 11, 2011, 6 pm.
- Discuss: Reaching a consensus on design issues for the project.

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