



**TOWN OF MIAMI  
Wastewater Advisory Board Meeting  
Wastewater Collection System Replacement Project**

**THURSDAY, OCTOBER 19, 2017 AT 4:00 PM**  
**MIAMI TOWN COUNCIL CHAMBERS**  
**500 W SULLIVAN STREET, MIAMI, ARIZONA 85539**

**Meeting Minutes**

**I. Call to Order**

Meeting was called to order at 4:00 pm by Jay Spehar.

**II. Roll Call**

PRESENT: Jay Spehar, Don Reiman, Ray Webb

ABSENT: John Trujillo, Jerry Barnes

**III. Approval of Minutes**

a. Approval of Minutes from the August 24, 2017 Meeting.

- Don Reiman motioned to approve the minutes of the August 24, 2017 meeting. Motion was seconded by Ray Webb – All in favor.

**IV. Report on Wastewater Items and Approvals from Recent Town Council Meeting**

- Joe Heatherly (joining via phone) noted that the Town Council approved the Town's Pay App for reimbursements but did not approve the pending Pay App for AMEC.

**V. New Business**

**a. Project Status Update**

Mark Ipson with HILGARTWILSON provided a project update.

- Phases 3-5:
  - The utility coordination work that has been ongoing with Arizona Water Company (AWC), Southwest Gas, and others has been completed. This work included reaching out to the various utility companies as well as meeting them onsite to locate and identify potential conflicts on the revised sewer plans. This work was then followed up with a meeting on Monday, October 16, 2017 between Steve Flinn of HILGARTWILSON, Dale Metz, and various representatives of AWC, AMEC, and Southwest Gas to walk the alignment to visit each conflict location and ensure all stakeholders are in agreement with regards to where the water line and gas line realignments are being designed as well as the minor modifications that need to be made to the sewer plans. This

- work completed the pre-construction utility work for Phases 3-5. The utilities will be invited to the pre-bid meeting and are anticipated to stay involved throughout the bidding and construction phases.
- Mark Ipson noted that all approvals from ADEQ have been obtained. USDA provided comments to the sewer plans and specs. The USDA comments were received approximately one month later than originally anticipated. The comments were recently sent over the AMEC. HILGARTWILSON and Rick Powers reviewed the updated plans, as well, and provided additional comments to AMEC. Most of the comments on the plans have been addressed, with the exception of the USDA comments which were split between the plans and the specifications.
  - Jay Spehar asked for clarification on the nature and substance of the USDA comments. Mark Ipson explained that the comments were not major, and focused more on minor changes to the specifications, such as clearly defining the add-alternatives, etc. Additional discussion was held about the USDA comments, specifically a comment regarding the pavement analysis that was recently completed. Mark Ipson noted that USDA has indicated that the revised plans and specifications will need to be resubmitted to USDA before they can go out to bid. Jay Spehar asked about the potential timeline it would take for USDA to review the revised documents, and Mark Ipson responded that he anticipated the second USDA review would take about 10 days.
  - Dale Metz has been working to obtain all necessary easements for the project and currently, only two easements are outstanding. One easement requires the approval of 24 heirs to the subject property for said easement. Dale Metz is working with one of the grandchildren of this property to obtain the approval letters from the heirs. The project team is still evaluating what to do with the last remaining easement, given the existing sewer liens and judgements against the property. Additional discussion was held about the outstanding easements, the existing liens and judgements on the last easement, and potential work arounds if the easement cannot be obtained or costs too much.
  - Mark Ipson gave a brief overview of the current pre-construction schedule. It is currently anticipated that AMEC will address the comments within a week and resubmit to USDA, whose review is anticipated to be completed by November 3<sup>rd</sup>, 2017. Advertisement for bids would take place in November, with bids being due in December. Additional discussion was held about the remaining pre-construction tasks to be completed.
- Phase 2:
    - Mark Ipson noted that the sinkhole issue stemming from Phase 2 is well known and that Peterson Geotechnical has been conducting further geotechnical evaluations throughout the Town. Peterson is finding similar results as those observed previously, with the top four feet of backfill appearing to be compacted, but the lower portion of the trench being compacted around 80%. Many of the sewer trenches were also found to be missing sewer marking tape. Discussion was held as to whether or not the Town plans to perform any additional geotechnical evaluations, and what the next steps will be for moving forward.
    - Dale Metz noted that the Town plans to complete some video inspection and mandrill testing for portions of Phase 2 to confirm whether or not there is sag or pipe deformation along the new sewer mains.

- Mark Ipson gave a brief overview of the project budget. The only change from the previous WWAB meeting is that two additional town pay applications were submitted to USDA for payment. The project budget will be updated further once the Phase 3-5 plans are finalized. Additional discussion was held regarding the budget and how the final pavement replacement requirements will affect the overall budget.
- Due to the sinkhole issue, Jay Spehar suggested it might be a good idea to place cold patches at some of the sinkhole locations to prevent water ponding in these areas during the upcoming winter season. Dale Metz noted that there should be some CDBG funds available to do this work.

**b. Payment Applications**

- AMEC's payment application in the amount of \$12,624.35 for one month of design and Phase 2 construction management services was reviewed and discussed. Dale Metz explained that the Town has reviewed this payment application and found it acceptable. A typo and calculation error in the invoice was noted in the payment application, which error does not affect the total invoice amount. The error will be corrected prior to submittal to USDA. A motion was made by Ray Webb to recommend to Council the approval of AMEC's pay application in the amount of \$12,624.35, subject to funding agency concurrence. Don Reiman seconded the motion. All in favor.
- Town of Miami's payment application in the amount of \$85,124.41 for legal, geotechnical evaluation, Phase 3-5 construction management services, and other project-related expenses was reviewed and discussed. Joe Heatherly explained that most of the expenses are for legal fees, Peterson Geotechnical's investigational work of Phase 2, and HILGARTWILSON's construction management services for Phases 3-5. Additional discussion was held about the geotechnical evaluation invoice and whether or not the pay application covers the total work completed to date. A motion was made by Don Reiman to recommend to Council the approval of the Town of Miami pay application in the amount of \$85,124.41, subject to funding agency concurrence. Ray Webb seconded the motion. All in favor.

**c. Public Comment on the operation, financing, and construction of the sewer project**

- No public comments were given.

**VI. Adjournment:**

- Ray Webb motioned to adjourn the meeting. Seconded by Don Reiman. All in favor. The meeting was adjourned at 4:46 pm.