



# MINUTES

## Public Works & Utilities Advisory Committee

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September 21, 2016

### Attendance:

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**Committee Members:**

Mark Hines – Chair, *Engineer*  
Ken McKillop – Vice Chair, *Contractor*  
Tom Sylte, *At-Large*  
Aaron Beyerl, *At-Large*  
Mike Oakley, *At-Large*  
Dennis Russell, *Engineer*  
Robin Matti, *Supplier*

**City Staff:**

Dustin Hamilton, *Development Services Director*  
Kendall Glover, *Utilities Director*  
Heath VonEye, *City Engineer*  
Kent Clark, *Streets Manager*  
Jill McCarty, *Administrative Support*

**Absent:**

Travis Bourne, *Contractor*

**Meeting Quorum:** Yes

### I. Call to Order:

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Meeting was called to order at 5:43 p.m. by Mark Hines, Chair.

### II. Approval of Minutes:

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Dennis Russell made a motion to approve the minutes and Robin Matti seconded the motion. All were in favor.

### III. Personal Appearances:

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None.

### IV. Old Business:

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- **Mix Designs**

Heath said there was progress made with the amount of class S concrete/slurry mix being used in back fill areas for waterlines, etc. in the roadway. Excavating a large amount on recent projects demonstrated a need to formalize the class S concrete mix design. Heath said Campbell County Concrete poured some sample placements and those were able to be excavated more easily than what has been used in the past.

The Engineering Division also worked with the Water Division and Utilities Department on when the class S slurry would be used, and when a native/natural backfill should be used.

Mark asked if the compressive strength was checked on the slurry mix. Heath said it was, and thought it was 60, with the minimum in the Standard Construction Specifications being 60. Heath thought that number would need to be corrected and incorporated in the updates to the specifications, along with the class B mix as well.

It was decided by the committee to add the slurry mix discussion to the Standard Spec – Modifications or Adjustments topic for future discussion.

- **Stormwater Ordinance**

Heath said the Stormwater Ordinance was adopted by City Council in April, and an open house was held in August for home builders. The intent of the open house was to inform the home builders on the stormwater permit they would be required to obtain along with the building permit for residential lots. There was not a large attendance for the open house, and it is being discussed to have another open house when building of residential houses picks up again. It was decided to take the Stormwater Ordinance topic off of future meeting agendas.

- **Project Update**

Dustin said completed projects include the Alley PMS project, 2016 PMS Schedule A, the traffic signal at Hospitality Way, School Zone Crossings Ph. II project, and the concrete work around the Southern Drive tank and also the Hidden Valley tank, including the access roads.

Projects that are expected to be going before City Council for acceptance soon include 2016 PMS Schedule C, 2015 Water Main Replacement and 2015 Sanitary Sewer Replacement projects, Boxelder Road Extension Ph. III between Burma Rd. and Hwy 50, and the Downtown Facilities Enhancement project.

Dustin said there was money left in the budget after all the construction this season had ended, and there will be some smaller projects coming out for bid in the fall including concrete panel replacement, high friction surface treatment, park equipment replacement, drainage repair, Gurley Overpass barriers, and sealing on the Butler Speath Donkey Creek Bridge. There are also two pathway projects the City has applied for grants from the state to complete.

Kendall said the bid opening for the blending line for the Madison Pipeline has been delayed due to a realignment needed. He also said the sodium hypo-chlorite generation facility is complete at Pine Ridge, and final testing is going on at the Donkey Creek Pump Station for the new 42-inch booster station. The professional services agreement for the 2016 Sanitary Sewer Main and Water Main Replacement projects for next year will be awarded soon, and the hydraulic water model update was approved at the City Council meeting on September 20.

Kendall said the position of Sustainability Coordinator with the city has been eliminated. Along with that, the curbside collection of recycling has ended and research continues on the future of city collection of recyclables.

There will be a new tipping fee that will be effective January 1 for commercial haulers of recyclables, and the city has a request for proposal out for solid waste haulers to give their ideas for recycling depot collection, as well as a charged service for curbside collection of recycling. October 14 will be the deadline for the proposals from the solid waste haulers.

- **Standard Specs – Modifications or Adjustments**

Discussion was held about forming a sub-committee to work on the proposed changes to the Standard Construction Specifications. Mark asked for volunteers to be on the committee, and Mike Oakley and Dennis Russell both volunteered as a Consultant Representative. Ken McKillop volunteered as a Contractor Representative.

Ken said he will get two other contractor representatives to be on the subcommittee from the October 4 North East Wyoming Contractors Association (NEWCA) meeting. It was decided by the committee that Ken will also be the chairman of the subcommittee for PWUAC. The subcommittee will try to have two meetings a month, with the first meeting on October 11.

Heath asked for any revisions to the specifications to be continued to be sent to him, and he will send an outline to the committee of changes already made so duplicate changes are not being sent.

Mark asked if the goal of the PWUAC should be to have finalized revisions of the specifications ready to be adopted by City Council by this coming January. Heath said if a final draft was prepared by the January 18 PWUAC meeting, then the

document could go through the required three readings of City Council, and be adopted by March when the pre-bidding of city projects would be starting.

## **V. New Business:**

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Dustin said that he and City Administrator Carter Napier met with NEWCA, and it was decided to have an analysis for city-provided project management and RPR services. The city will be analyzing the time employees spent as RPR for city projects, and testing expenses. The report will go to the City Council when it is completed, and Dustin said he could also bring the report to the committee for their review. Dustin also said if the committee wanted, they could make a recommendation based on the information to City Council.

The projects being looked at in the analysis will included: Downtown Facilities Enhancement, Alley PMS 2016, PMS 2016 Schedule C, Boxelder Extension Ph. III, and the traffic signal at Hospitality Way.

Dustin said other topics discussed with NEWCA were reinstating a post-project review with contractors and designers, and evaluations of contractor prequalification. Ken thought the prequalification should be done like the state, they do it once a year.

Dustin also went over the by-laws of the committee, and the functions listed in them. Dustin encouraged the committee for any topics needing to be reviewed to bring it up to the committee. Any topics needing to be added to the meeting agenda for discussion can be emailed to Jill.

## **VI. Other Business:**

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Next Meeting October 19, 2016.

## **VII. Adjournment:**

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Meeting adjourned at 6:30 p.m.