



# MINUTES

## Public Works & Utilities Advisory Committee

April 17, 2019

### Attendance:

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**Committee Members:**

Mike Oakley –Chair, *At-Large*  
Zane Green –Vice Chair, *Engineer*  
Dale Filholm, *Supplier*  
Nate Wilson, *At-Large*  
Liz Hunter, *At-Large*  
Lance Walker, *Contractor*

**City Staff:**

Joe Schoen, *City Engineer*  
Ry Muzzarelli, *Development Services Director*  
Steve Peterson, *Capital Projects Coordinator*  
Kent Clark, *Streets Manager*  
Levi Jensen, *Utility Project Manager*  
Jill McCarty, *Administrative Support*

**Absent:**

Adrienne Hahn, *Engineer*  
Ken McKillop, *Contractor*

**Meeting Quorum:** Yes

### I. Call to Order:

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Meeting was called to order at 6:14 p.m. by Mike Oakley.

### II. Approval of Minutes:

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Lance Walker made a motion to approve the minutes and Liz Hunter seconded the motion. All were in favor.

### III. Personal Appearances:

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Joe Schoen presented the new Engineering construction project map that has been added to the city's website.

### IV. Old Business:

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**A. Review/Update By-Laws**

A motion was made by Zane Green to accept the amended changes, Lance Walker seconded the motion. Motion passed.

**B. Eliminating Requirement of Listing Anticipated Subcontractors on Bid Forms**

Liz asked how the change would affect the city if the requirement was taken out to list subcontractors, and Joe said if the city would have time to add in the contractors before it was presented to City Council for acceptance, there would be little to no effect on the city. However, he thought anything past a 48-hour timeline would start to make it difficult. The committee decided to move forward with adding a 48-hour time period for listing subcontractors to the next specifications update.

**C. 40# Sieve Discussion**

Mike Oakley talked to Greg Milburn who works for WYDOT, and Greg was not familiar with the ratio comparison of using the 40#, so it is not something they use much but Greg would look into it and get back to Mike. Mike said there is a 30# on L but not on W. The committee thought a similar spec to WYDOT's would be the direction to go with the next update, as it was more cost effective.

Lance thought removing the L grading for limestone and concrete should be removed, and would talk to Pete Lien and Croell for verification on why they make a grading L instead of W, the committee will discuss further at the next meeting.

Mike also talked to Greg Milburn about mix design, and WYDOT does not follow guidelines but does try to get it as close to the middle on slump on air, and then rely on the manufactures recommendation for mixtures, and verify mix results amounts with the batches.

**D. Project Evaluation Surveys Draft Review**

Joe said he had received a few small comments on the evaluations. Zane Green said he thought it was a good idea. Mike said any further comments need to be sent to Joe as soon as possible.

**E. Contractor Responsible for Surveying and Quality Control Testing**

Joe said he was currently gathering information over the summer, would bring back a draft in the fall and a possible addition to the specifications would move forward later for use in 2020 construction projects.

**F. Updated EJDC Documents Added to Specs**

Joe said the city would work on this over the summer, and will look into which updated version is best to add to the city's specifications. Joe said he would then send a draft to the committee of the proposed changes.

**V. New Business:**

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**A. New Construction Specifications Institute (CSI) MasterFormat**

Zane wanted to inform the committee the CSI had an updated Numbers & Titles format in 2016, and neighboring areas like Montana had adopted using them with their new numbering.

**VI. Other Business:**

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Next Meeting May 15, 2019

**VII. Adjournment:**

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Meeting adjourned at 6:38 p.m.