

**PUBLIC WORKS & UTILITIES ADVISORY COMMITTEE
MINUTES
January 21, 2015**

ATTENDANCE:

	MEMBERS	PRESENT	
		Yes	No
Chair:	Tom Sylte (At-Large)	X	
Vice Chair:	Mark Hines (Engineer)	X	
	Robin Matti (Supplier)	X	
	Ken McKillop (Contractor)	X	
	Mike Oakley (At-Large)		X
	Aaron Beyerl (At-Large)	X	
	Travis Bourne (Contractor)	X	
	Dennis Russell (Engineer)	X	
	Meeting Quorum	X	
City Staff:	Dustin Hamilton, Director of Engineering	X	
	Kurt Siebenaler, City Engineer	X	
	Heath VonEye, City Engineer	X	
	Kendall Glover, Utilities Director	X	
	Kent Clark, Public Works Operations Manager	X	
	Michael Foote, Sustainability Manager	X	
	Jill McCarty, Administrative Support	X	

I. Call to Order

Meeting was called to order at 5:54 p.m. by Tom Sylte, Chair.

II. Personal Appearances

Dustin introduced and welcomed the new members of the committee: Aaron Beyerl with Campbell County Health, Travis Bourne with Powder River Construction, and Dennis Russell with STRATA.

III. Approval of Minutes

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

IV. Old Business

Waste Diversion Program/Recycling

Sustainability Manager Michael Foote provided the committee with an assessment of the curbside pickup of yard waste, food waste and curbside recycling programs from previous years to the current year that showed a steady growth in all of the programs.

Mix Designs

Two members of the committee were appointed to a subcommittee that will work with others on clarifying the RAP/RAS specifications. Travis Bourne and Dennis Russell both volunteered to be part of the subcommittee. Kurt said other members forming the subcommittee from hot mix paving companies would be contacted and a date would be set for the first meeting in the near future. Kurt thought with the summer break the committee takes beginning in June that May would be ideal for obtaining implementation, but it would depend on how much information the subcommittee wanted to go through.

Stormwater Ordinance

Heath let the committee know the open house to solicit feedback of the proposed stormwater ordinance would be at 5:30 pm on February 12, 2015, in the Council Chambers of City Hall. A mailer notification would be sent to contractors, consultants and developers as well as other advertising to get the word out to the general public about the open house. After the open house, plans are to process any feedback and take the ordinance to a City Council meeting for approval.

Travis asked if the stormwater permit would be in addition to a Department of Environmental Quality permit. Heath said it would be, and Kurt said they were very similar in content. Ken asked if City Engineering would be enforcing the ordinance for larger city projects, and Heath said Engineering would be doing that while Building Inspection would manage individual residential lot permits. Ken asked how the stormwater permit would transfer if ownership of the property transferred, and Dustin said at the time the certificate of occupancy was issued then it would be customary the permit also transferred. Mark asked if city staff would inspect new construction sites in addition to what the state inspects and Dustin said the city would be inspecting them for the purposes of our permit. Heath said the city project managers would be inspecting their project sites, while the Regulatory Engineering Division would be inspecting new development sites. Heath also said for Building Inspection in residential construction sites the new ordinance would only require one additional inspection at the beginning of construction, and all other inspections having to do with the ordinance would take place while inspectors are already on site for other inspections taking place.

Travis asked how the new stormwater ordinance would hold homeowners responsible for vegetation being established on their property, and Dustin said the stormwater permit will remain open if landscaping growth on the lot was not established. The permit could be extended for this, and that extension fees are higher than the original permit fees.

Project Update and FY 2015 CIP

Dustin said engineering consultants are working on the design phase of upcoming projects.

An open house for the public on the proposed aquatic park will take place January 29, 2015, at 6 pm in the Gillette College Presentation Hall. The aquatic park is in preliminary design phase, and three concepts will be considered for the project. So far no decisions on the scope of work, budget or location have been made.

Standard Specs – Modifications or Adjustments

Heath handed out to the committee a draft of changes for section 02220 – Trench Excavation of the 2012 Standard Construction Specifications for review. He said the changes formalize the language in the section more by using special provisions from previous projects for underground utilities, and removes One Call locates as a bid item and makes them incidental.

Discussion was held by the committee on special provisions on projects for utility line crossings and the possibility of having them be at the engineer's discretion for the bidding of the project. Potholing for underground locates as well as using parallel locates were also discussed with using the special provisions in the bid documents for those types of locates.

Heath thought the language for utility locates for subgrade prep on large areas could be added to Section 02210 – Excavation and Embankment. Travis thought the language for Section 02220 could be added into Section 02210, and apply the pay items of Section 02220. Heath thought the language of each section could apply to the bid items as well. Kurt said it would be looked into adding to the excavation and embankment section as well.

Travis thought Section 02700 – Sanitary Sewer Systems had a few discrepancies to be looked at. Heath requested from the committee that any comments for this or any other changes to the Construction Specifications and Design Standards be emailed to him to better keep track of them.

V. New Business

Voting new positions:

Mark Hines will serve the 2015 term as Chairman of the Board.

Ken McKillop will serve the 2015 term as Vice-Chairman of the Board.

VI. Other Business

Next meeting: February 18, 2015.

VII. Adjournment

Meeting adjourned at 7:20 p.m.