
Meeting Minutes

Project: CSO Control Program – Phase C-1 & C-2, SRF Project # 5129-09
Date: April 21, 2011
Time: 3:00 PM
Location: Bayliss Library Community Room, 541 Library Drive Sault Sainte Marie, MI 49783
Submitted By: Lee Brown, DDA Director, City of Sault Ste. Marie
Attendance: Sign in sheet at door (scan of sign in sheets on separate document)

A **2011 Construction Scheduling Meeting** for the above referenced project was held in the **Bayliss Library Community Room, Sault Ste. Marie, MI**. Representatives of the CITY, ENGINEER, and CONTRACTOR were present and available for discussion. The following is a summary of the items discussed:

1. Introductions – Spencer Nebel, City Manager

Gave an overview of the project to date and what was expected for the 2011 portion of the project. He indicated that talks with MDOT had allowed for a waiver of some detour signage requirements, due to the increased number of signs in the area for the multiple projects. Introduced Linda Basista, the new City Engineer and the rest of the city staff present for the meeting.

2. 2011 Project summary – Chuck Lawson, C2AE Project Engineer

Chuck gave an overall project summary of the CSO activities to take place during the 2011 season. He also mentioned the addition of the Ashmun Hill Project and the Easterday Overpass Project as additional major construction projects to be taking place in the area this summer. Chuck also gave an overview of the communication options in place for this project: the project phone # (906-259-1500) which will have weekly updates placed on the recording, website updates and email blasts through the city engineering department, bi-weekly public meetings for input and updates on the project progress, to be held at C2AE's offices at 224 Ashmun Street at 9 AM on the 2nd & 4th Thursdays of each month. He also introduced the staff members of Bacco Construction present for the meeting: Doug Rigoni, Mario Calcaterra, and Matt Carpenter.

3. Special Events – Lee Brown, DDA Director

Lee pointed out that due to the amount of construction, even though some events were not moving from their regular location, it might take some different approaches to reach the location. Some events will be moving from their regular location, for example the farmer's market. The farmer's market will be temporarily relocated for the summer, to the empty Ganzhorn's Lot, adjacent to Moloney's Alley. She also gave a list of the events taking place that may be affected by construction traffic.

4. Utilities Summary – Jim Moreau, Water Superintendent

Jim discussed the water shut-offs that would be necessary with the project as well as the notification process for the temporary water loss and reconnection of services. He indicated that Bacco and the City would work with customers to insure minimal inconvenience and address any specific concerns that may arise.

5. 2011 Schedule & Detours – Bacco Construction, Matt Carpenter

Matt reviewed the different phases of construction, including the number of times a specific area would have to be excavated to allow for placement of new water, sanitary sewer and storm sewer infrastructure. He also showed how the progression of construction would necessitate the four different phases of detours. Matt indicated that the anticipated start date of construction was May 2nd, dependent on the lifting of load limits from the roadways. He also pointed out that emergency water shut offs do occur, and no notice is available, but these situations are handled quickly and customers notified of progress as possible.

6. Business Signage – Kyle Bryers, City Engineering Department

Kyle showed a sample sizing of the business signage to be used as well as told about the provisions for private signage. Kyle will be monitoring the construction progress daily and updating the signage as needed. Lee will be the liaison between the businesses and Kyle

7. Additional Discussion/Questions

Project Description:

? – What about speed control within detour areas. A – If speed appears to be a problem, increased police patrols will be taking place to address the problem.

? – Why can't the businesses contact Kyle directly to avoid delays in processing of information through Lee. A – Spencer Nebel will meet with Engineering and Lee to determine best practice for this process .

From Steve Welch : Nice job on the signage program

? – What are the start and end daily times for the construction crews and why aren't they working weekends. A – Monday thru Thursday (usually) 6:30a – 7p and Fridays are usually an 8 hour shift. A cost estimate was done to determine if weekend work was possible and it was determined that the costs were too high to accommodate the accelerated schedule.

? – Linda Bell raised the concern about trucks and tourists using the same routes through the detour areas, as well as the stacked or parked trucks in construction area. A – It was pointed out that there would not be as many parked or stacked trucks within the tourist drive areas this year as there was last year, since construction is taking place away from most posted detour routes.

? – The concern about the “Osborn” rumor that the street had to be completely redone was raised. A – There might be spot repairs that need done in Ridge, but there is no plan for Osborn to be completely excavated and work redone.

? – The question was raised about the monitoring of signage on the holidays, special events and weekends. A – The signs would be arranged based on the status of construction when the crews completed work for the weekend, special event or holiday and it was pointed out that there is an on call DPW staff member if something needed to be taken care of, outside of regular hours.

? – The question was asked about arrangements with Waste Management. A – The same arrangement as last year has been made that the homeowner or business places their garbage in the normal location and either Bacco will get it to the Waste Management trucks or they will assist the trucks through the construction area to pick up the garbage.

Project Description:

? – Steve Welch asked about publishing a spreadsheet that included Events, Dates, Locations and strategy for addressing alternatives and signage. A – It is being looked into.

? – The parking of construction vehicles and contractor vehicles in roadways and on private property was raised. A – The contractors indicated that they do give instructions for this not to take place, but sometimes the sub-contractors are involved in the infringement as well. If there are instances that need to be addressed, contact the contractor or the city for it to be taken care of.

? – When will the paving of the roadways take place. A – The paving plant is a traveling plant and it will do the completed areas where possible when it is in the area.

? – What about the alley ways off Bingham (west bound) to Ashmun and Water (southbound) to Portage. A – These alleys will be reviewed by city engineering.

? – Bill Munsell raised the question about dust control. A – Another of Kyle’s duties will be to help the contractor monitor where additional dust control may be needed.

Linda Basista indicated that there will be a basic construction map on the City Engineering web page that will be able to be downloaded and reprinted and distributed by the Convention and Visitors Bureau, the Chamber of Commerce and the public.

8. Meeting Adjourned at 4:05pm