

**EATON COUNTY  
Carrier Creek Drain  
DIVISION I – Pre-Construction  
Meeting  
March 29, 2006  
Delta Township Waste Water  
Treatment Plant**



**MEETING MINUTES**

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Welcome – 9:06 a.m. on March 29, 2006.

Sign-in Sheet – Attached to meeting minutes

Location: Delta Township Waste Water Treatment Plant

Mr. Gazella gave a brief overview of the purpose of the meeting which was followed by the attendees introducing themselves.

Mr. Farrier provided a proposed construction schedule and advised that the schedule was dependent upon the lifting of the frost laws which is anticipated to occur the first week in April.

Mr. Farrier advised that MacKenzie anticipates closing Willow Highway to thru traffic on April 17<sup>th</sup> and that Mackenzie will coordinate the closure and required signage with the Eaton County Road Commission's Willow Road reconstruction project, that project running from Creyts Road to Elmwood.

Mr. Gazella indicated that the design plans now reflect the existing utilities, as marked by Delta Township staff, along the route of the proposed 30-inch sanitary sewer, within the waste water treatment plant site. A discussion related to pot-holing these utilities to confirm their vertical location then followed. The pot-holing will be conducted by MacKenzie and will occur on April 12<sup>th</sup>. Representatives from Delta Township expressed concern that the pot-holes be back filled adequately to leave a good driving surface. Any spoil material from the pot-holing will be removed from the site.

Mr. Gazella indicated a particular concern regarding an electrical duct line crossing this 30-inch sewer. His concern was that it may take a good deal of coordination with the waste water plant operations should these electric lines need to be relocated.

Mr. Gazella inquired as to whether the Township had a preferred electrical contractor for relocating the electric. Township staff indicated that RM Electric had the most knowledge of the electrical systems on site. Bob Farrier indicated that Mackenzie will hire an electrical contractor consistent with the recommendations of the Delta Township staff.

Fitzgerald Henne and Mackenzie will work with the Delta Township staff on any coordination issues related to any utility relocation.

Mr. Farrier indicated that the construction of the 30-inch sanitary should begin on or about May 29<sup>th</sup>. Township representatives noted that limiting their access to the treatment plant driveway

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along the route of this sewer is possible for up to 3 weeks so long as they have enough time to fill their chemical tanks ahead of any driveway closing.

A discussion regarding the relocation of the existing 10-inch water main on the north side of Willow Highway and the existing 14-inch water main on the south side of Willow Highway.

To isolate the existing 10-inch water main on the north side of Willow Highway, as one of the first items of construction, Mackenzie will install the proposed valve, sleeve, and hydrant at proximately Sta. 9+20. Delta Township water system staff will investigate the depth of the existing valve on this line at approximate Sta 12+00, if this valve is at a serviceable depth as determined by the Township staff it will remain in place and not relocated to approximate Sta 12+50 as shown on the plans.

Delta Township water system staff reported that they were still investigating the valves on the existing 14-inch water main particularly west from the Carrier Creek Crossing. An additional valve is to be added to the relocated 14-inch water main at approximate Sta 12+60.

Installation of blow offs for air release will need to be coordinated with the Delta Township water department staff. The Department may install blow offs, however if due to timing and coordination issues MacKenzie installs the blow offs at locations selected by Delta Township water system staff, they will be paid for the installation work.

The Delta Township Treatment plant staff indicated that the water to the treatment plant can be shut down during the day and not affect plant operations.

Delta Township water system staff will witness all testing of water mains.

Delta Township water system staff will flag the existing water mains including the 8-inch main shown on the plans in the front lawn of the treatment plant.

Delta Township treatment plant staff inquired as to the relocation of the security fence. Mr. Farrier indicated that he would review the plans and advise them as to how this would be done and indicated that they would install a temporary 6 foot fence as needed.

Mr. Farrier indicated that MacKenzie Companies will notify the emergency services, police and fire, as well as the school system of the proposed road closure.

Mr. Greg Minshall will write a press release for the road closure.

The Delta Township Treatment Plant staff indicated that they would meet with the Township manager to advise him of the planned road closure.

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Mr. Farrier confirmed that all equipment and employee parking will be within the Willow Highway right of way. The Delta Township waste water plant staff offered to work with Mackenzie should the need to park equipment or store materials on the treatment plant site be necessary for security reasons.

Future construction progress meetings will be held at the construction office on Canal Road, all attendees at today's meeting are welcomed and encouraged to attend.

Fitzgerald Henne indicated that the design plans will be updated to add soil erosion control measures and revised plans will be distributed.

Meeting adjourned at 9:48 am