

**MINUTES**  
**INFRASTRUCTURE REVIEW ADVISORY BOARD**  
**Oak View Library**  
**January 6, 2010 8:35 a.m.**

**Members and Alternates Present**

Mark Cotter, Jeff Schmitt, Steve Brockmueller, Steve VanBuskirk, Pat Beckman, Myron Adam, Preston Mettler, Matt Carlson, Tim Galbraith, Mark Vellinga

**Members and Alternates Absent**

Mike Cooper, Chad Huwe, Orrin Oliver

**Others Present**

Todd Anawski, Cynthia Monnin, Rick Laughlin, Ben Ronning, Kris Ronning, Eric Willadsen, Jon Brown, Doug Hoy, Brad Stangohr, Bruce Wilsey, Kim Buell, Joel Ingle, Jeff DesLauriers, Bob Kappel, Andy Berg, Chuck Point, Nathan Lund, Debra Owen

**Approval of Minutes of Last Meeting**

A motion was made by Mark Cotter to approve the December 16, 2009 meeting minutes; the motion was seconded by Steve Brockmueller. Roll call: Yeses- Cotter, Schmitt, VanBuskirk, Carlson, Brockmueller, Galbraith, Vellinga - 7. Noes, none.

**Business**

Jeff Schmitt, Assistant Director of Planning, introduced Tim Galbraith as the new member representing the local utility company and Matt Carlson as the alternate member representing the contractors association.

**a. Engineering Design Standards (EDS) Revisions for Chapter 11: Drainage Improvements, Chapter 12: Erosion and Sediment Control, and Design Standard Plate Changes**

Andy Berg, Principal Engineer-Drainage, presented the proposed changes to Chapters 11 and 12 of the EDS as well as changes to the Design Standard Plates. The proposed changes to the Standard Plates for S.F. Type Storm Inlets consisted of adding a Neenah casting number for the frame and lid, and adding a 2"x 2" keyed construction joint in the front wall. An extra cost would apply for the keyed construction joint which would be minimal. The Standard Plate for Outlet Protection was revised to show the riprap and geotextile fabric beginning 6" under the flared end section which will prevent undermining of the fabric and riprap. Minor costs will apply for additional rock and fabric. The cost will increase as the diameter of the pipe increases.

The proposed changes to Chapter 11 consisted mainly of verbiage changes.

Mark Cotter made a motion to approve the proposed changes to Chapter 11 of the EDS and the Design Standard Plate changes; the motion was seconded by Steve VanBuskirk. Roll call: Yeses- Cotter, Schmitt, VanBuskirk, Carlson, Brockmueller, Galbraith, Vellinga - 7. Noes, none.

Andy presented the proposed changes to Chapters 12 of the EDS. Section 12.6-Disposition of Temporary Measures was revised to better clarify when temporary measures can and/or should be removed. Section 12.9-Inspections was revised to include a requirement for the last two site inspections reports to be available to the City inspector during a regulatory inspection. Both changes require no additional costs.

Mark Vellinga made a motion to approve the proposed changes to Chapter 12 of the EDS; the motion was seconded by Tim Galbraith. Roll call: Yeses- Cotter, Schmitt, VanBuskirk, Carlson, Brockmueller, Galbraith, Vellinga - 7. Noes, none.

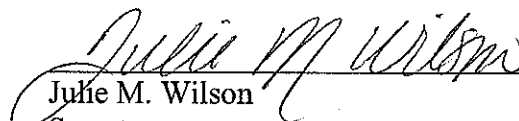
Mark Cotter, Public Works Director, said that the EDS changes are expected to go to the City Council for approval in February.


**Board Action:**

**Action Items**

**Adjournment**

The next IRAB meeting is set for January 20, 2010, at 8:30 a.m., at the Oak View Library. A motion was made by Mark Cotter for adjournment at 9:02 a.m.; the motion was seconded by Steve VanBuskirk. Roll call: Yeses- Cotter, Schmitt, VanBuskirk, Carlson, Brockmueller, Galbraith, Vellinga - 7. Noes, none.

  
Julie M. Wilson  
Secretary

  
Jeff Schmitt  
Assistant Director of Planning