

MINUTES
INFRASTRUCTURE REVIEW ADVISORY BOARD
Water Purification Plant
June 6, 2012 8:30 a.m.

Members and Alternates Present

Chad Huwe, Jeff Schmitt, Scott Hofer, Tim Galbraith

Members and Alternates Absent

Mark Cotter, Mike Cooper, Matt Carlson, Bill Kemmis

Others Present

Scott Hinrichs, Jerry Harms, Chad Hanisch, Jeff Dunn, Jeff DesLauriers, Cynthia Monnin, Kurt Peppel, Betsy Odden, Clayton Jamison, Chuck Point, Greg Anderson, Preston Mettler, Steve VanBuskirk

Approval of Minutes of Last Meeting

The previous meeting minutes were not approved since there was not a quorum available to pass the motion.

Business

a. Online Plan Review Update

Betsy Odden, City of Sioux Falls, presented an update on the online plan review process, which has been active since early May. Betsy distributed a reference guide for the process. The following issues have been addressed:

- Plats - The plat review fee is due when the plat is submitted and can be paid online or at City Hall. The platting fees are due when the hard copies of the plat are brought to City Hall. The plat will not be routed for signatures until the platting fees have been paid. The Mayor signs plats on Tuesdays.
- Invitations – If someone other than the applicant is going to pay the review fees, an invitation can be sent to a third party. The third party will only have access to the plan review they were invited to. They will not have access to other plan reviews submitted by the applicant.
- Capital Plans – Currently, the online plan review process is not used for capital project plans. This may be incorporated in the future.

For other questions or concerns, please contact Betsy Odden, Jeff Schmitt or Chad Huwe.

b. Sanitary Sewer Regionalization Update

Trent Lubbers, City of Sioux Falls, presented an update on the Sanitary Sewer Regionalization study.

- Recently, the City met with members of the development community to provide them an update and to answer questions.
- Public Works will update the City Council in July/August.
- Public Works will recommend keeping the existing cost recoveries for City customers and using system development charges (SDC) for outside customers.
- Any imbalance of the City's SDC requirement to the Regional System would be made up from other funding sources.
- Public Works will recommend using the *replacement cost new* rather than the *replacement cost new less depreciation* method of calculating SDCs, resulting in an equivalent residential unit of \$2391.00.

c. Water/Sewer Service Line Self-Inspection Program

Greg Anderson, City of Sioux Falls, discussed the water/sewer service self-inspection program. This program started in 2001 to streamline the service connection installation/inspection process. Requirements of the contractors in the self-inspection program are as follows:

- Complete an initial training session and a refresher session every two years.
- Obtain a permit before the work begins. The as-built permit must be submitted to Engineering within two weeks of completion.
- Follow specific standards for service installations.
- One certified employee has to be at the job site during the installation.
- Use City-provided inspection forms.
- Submit accurate measurements and locations on the as-built permit.

Because of failed meter sets identified by water service technicians who install the water meters, the Water Division completed an audit of this program in 2011. The failures were caused by contaminated water and debris in the service lines. The goals of the audit are to document the causes of the failures and to implement measures to determine the percentage of failed meter sets and to evaluate the success rate of the contractors in the self-inspection program.

Water contaminants identified include the following:

- Excessive air
- Sand, mud, small and large rocks
- Plastic and metal filings
- Pieces of paper, pipe dope, and bugs
- Limited access to the meter location
- Not able to find curb stops

As a result of the audit, the Water Division has implemented the following procedures for each new water meter installation:

- All new meter installations will be documented.
- The condition of water exiting the service will be documented.
- Water samples will be collected as needed for bacteria and total suspended solids analysis.
- The percentage of pass/fail meter installations for each contractor will be tracked.

The following issues were also identified with curb stops:

- Not able to locate
- Too deep
- Not workable.
- Under concrete
- Bent stem

Jeff Dunn, City of Sioux Falls, commented that not all of the issues associated with meter installation and curb stops are the result of the work done by the contractors in the program. For example, curb stops may be damaged by other contractors working on the construction project.

To prevent contaminated water from entering a water meter or the affected building, the Water Division will not install a water meter if the water is contaminated and fails to meet the requirements of the self-inspection program. Based on the results of the pass/fail meter installation documentation, a contractor will be removed from the program. In conclusion, the success of the self-inspection program is dependent on those empowered to perform the work.

d.Subdivision Update

Chad Huwe, City of Sioux Falls, presented an update on subdivisions. A subcommittee has met several times and has developed a new subdivision construction agreement, which will replace the assurance agreement and will require a financial security for the completion of the public infrastructure. The new agreement will be brought to this group in the future.

There are a few subdivisions where the developer is no longer affiliated with the development. These developers have breached their contract with the City and the City is evaluating its legal options.

There still are many subdivisions that are out of compliance with their assurance agreement/construction permit. In the near future, we will be requesting an updated schedule to complete the improvements.

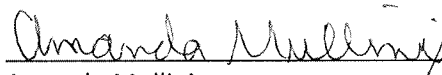
Discussion

Board Action

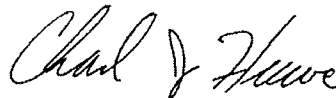
Action Items

Adjournment

The next IRAB meeting is set for July 11, at 8:30 a.m., at the Water Purification Plant. A motion was made by Chad Huwe for adjournment at 10:00 a.m.; the motion was seconded by Jeff Schmitt. Roll call: Yeses- Huwe, Schmitt, Hofer, Galbraith-4. Noes, none.



Amanda Mullinix
Secretary



Chad Huwe
City Engineer