

MEETING AGENDA AND MINUTES

Meeting Date: May 22, 2017
Meeting Time: 1:30p-2:30p
Written By: Shawn Arden
Client: M/I Homes, Village of Minerva Park

Location of Meeting: Village Community Building

Purpose of Meeting: Minerva Park Dam Improvements – Construction Progress Meeting

Attendees: Mayor Lynn Eisentrout (Village); Ron Tope (M/I Homes); Rick Warwick, Marty Smith (ERC); Jessica Chouteau, Shawn Arden (EMH&T)

Copies: Mike McGannon (GCI)

Listed below are general discussion topics. Below each topic is a brief summary of the meeting discussion.

1. Introductions / Sign-In Sheet
2. Minutes from May 8 Progress Meeting Approved
3. Construction 2 Week Look Back / Look Ahead –
 - a. Look Back: Temporary embankment breach has been constructed and rock check dams installed, pedestrian bridge has been removed. Installed safety fence.
 - b. Look Ahead: Excavation of material from the dam to permit construction of the sand chimney drain, construction of the chimney drain, maintenance of the rock check dams at the temporary embankment breach. Heavy rainfall occurred over the weekend that dislodged the check dam material. A weather station in Columbus reported over one inch of rainfall in an hour on Friday evening.
4. Project Schedule – Rick indicated no current concerns with the project schedule.
5. Submittals – Submittals 1 through 9 have been reviewed. ERC to continue providing submittals to EMH&T.
6. Conflicts / Questions – ERC encountered an abandoned cast iron lake drain pipe and valve during the course of the embankment excavation work. ERC will fill the pipe with flowable controlled density fill later in the project.
7. SWPPP Inspection Log – Ron will verify Alpha EMC is completing SWPPP inspection logs.

8. Construction Safety –

- a. Rick confirmed ERC is holding safety discussions with their team and following proper safety protocols.
- b. Ron will place an additional “Walk Closed” sign near the spillway following removal of the pedestrian bridge.

9. Inspection and Testing – Shawn will discuss inspection and testing status with Mike McGannon (GCI).

10. Other Items

- a. Mayor Eisentrout noted she was receiving complaints about construction traffic using the incorrect routes to access the site. Construction traffic should use Farview Road. Ron will install “No Construction Traffic” signs at the Minerva Park entrances on Cleveland Avenue and Westerville Road.
- b. One of the overhead lights on the dam may be out.
- c. Next Meeting: Monday June 5, 2017, 1:30pm.