

MEETING AGENDA AND MINUTES

Meeting Date: July 31, 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: Kim Pulley (Village); Ron Tope (M/I Homes); Mike McGannon (GCI); Keith Libben (ODNR); Shawn Arden (EMH&T)

Copies:

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

ERC staff was working on the concrete spillway and did not attend the progress meeting.

1. Introductions / Sign-In Sheet
2. Minutes from July 17 Progress Meeting Approved
3. Construction 2 Week Look Back / Look Ahead
 - a. ERC has been preparing the spillway for concrete placement. Concrete work will continue over the next 2+ weeks as the spillway improvements are constructed.
4. Project Schedule
 - a. ERC appears to be 1 week behind schedule, as discussed in prior progress meetings.
 - b. ERC expects to receive the precast concrete structures and sluice gate for the lake drain in mid-September. This will push closure of the temporary embankment breach to the end of September.
5. Submittals
 - a. EMH&T has reviewed all submittals provided by ERC to date.

6. Conflicts / Questions

- a. Questions from the July 17 meeting have been addressed.
- b. EMH&T provided copies of the revised spillway plans reflecting approved changes to dimensions in the transition section.
- c. No additional comments have been stated.

7. SWPPP Inspection Log

- a. Shawn and Ron discussed the letter from OEPA to the Village. Ron will contact the Village Engineer to discuss. OEPA is requesting information from the Village related to the Village's OEPA MS4 stormwater program.

8. Construction Safety

- a. No issues are known at this time.

9. Inspection and Testing

- a. Mike collected concrete cylinders from today's spillway work for compressive strength testing.

10. Other Items

- a. Next Meeting: August 14, 1:30pm.