

**Amherstburg Sewer Separation Phase 2
Minutes of Site Meeting No. 5**

Date: 11 October 2007

Time: 2:00 p.m.

Place: Public Services Building (Town of Amherstburg)

File: C107-1388

Present:

Lou Zarlenga	Town of Amherstburg
Dwayne Grondin	Town of Amherstburg
John McDonald	J. Lepera Contracting
Joe Francisco	J. Lepera Contracting
Quoc To	J. Lepera Contracting
Stuart Kelch	HGS Limited
Jason Ropat	HGS Limited
Dave Archer	HGS Limited

Item

Action By

2. Schedule

The most recently submitted Lepera Schedule shows that the progress to date is approximately two weeks behind schedule. However, the contract is slightly less than 25% complete by the end of September and there are less than 40% of the available working days remaining. After lengthy discussion, it was agreed that Lepera would submit a revised schedule showing the order of events and the work items which are to be completed this calendar year. The Town advises Lepera that both Park Street and Kempt Street must be reconstructed this year, and that Sandwich Street must be reinstated as quickly as possible to ensure placement of surface asphalt this year.

Lepera

14. Next Site Meeting

Site meetings will be convened every two weeks or as required. Site meetings will be conducted at the Public Services Building or the Town of Amherstburg. The next scheduled meeting will take place on 25 October 2007, at 2:00 p.m.

All Parties

Item

Action By

23. Asphalt Restoration- Sandwich Street

The asphalt restoration required on Sandwich Street is currently scheduled to be completed during the last two weeks of October, weather permitting.

Lepera

24. Complaints

Seven complaints have been received this period. A copy of these complaints and associated action undertaken is enclosed with these minutes. One complaint is associated with dust. Lepera to continue daily dust control and continue with the use of a brine solution for dust control. Two complaints pertain to stock piled granular material, both of these issues have been addressed. One complaint pertains to stone on the sidewalk, one due to litter within the excavation and two pertaining to restoration. The restoration complaints must be reviewed at the conclusion of construction to ensure a satisfactory resolve.

**HGS
Town
Lepera**

39. Watermain Timing

All water related work is scheduled to be complete by 19 October 2007, weather permitting.

HGS

40. Site Trailer

The site trailer has been provided with proper servicing as of this date.

Record

42. Traffic Detour- Simcoe Street Road Closure

Lepera has requested Closing of Simcoe Street in order to expedite construction. The Town has requested that Lepera submit this proposal showing the affected area, anticipated duration, traffic detour proposed and any project cost implications associated with this request. Lepera to submit same to HGS for distribution to Town administration and the County of Essex requesting approval of same.

HGS awaiting this submission in its entirety.

Lepera

43. Utility Conflicts

Union Gas will begin relocating the gas line on Park Street, east of Sandwich Street during the week of 15 October 2007. Union Gas anticipate two weeks to complete this work, weather permitting.

Union Gas

Item

Action By

44. Sewage Treatment Plant Water Services

The water service to the Amherstburg Sewage Treatment Plant will be installed by open cut and payment will be made as per the unit prices in the contract.

New Business

47. Amico Sewer Repair

Amico Contracting has scheduled to complete a repair to the relined trunk sanitary sewer on Dalhousie Street, immediately south of Park Street commencing on Monday 15 October 2007. The duration of this repair work will not be known until the problem area is exposed. HGS will advise Lepera of the anticipated duration once this information becomes available.

**Amico
HGS**

48. Municipal No. 176 Park Street

The resident at 176 Park Street advised HGS staff that their sanitary connection has a blockage. HGS staff advised the resident to contact a plumber to determine the cause of the problem as per Town policy.

Record

49. Municipal No. 285 Sandwich Street South

The owners of 285 Sandwich Street South have advised that their toilet has been overflowing due to a blockage in the connection. Lepera and HGS staff to investigate this sewer reconnection today.

**Lepera
HGS**

50. Municipal No. 142 Park Street

HGS staff advise that some additional trimming must be provided to the maple tree at 142 Park Street.

Lepera

51. Council Complaints

The Town advises the Council has requested that a more thorough clean up effort is required at the end of each day. Also, regrading of sewer and watermain trenches is required more frequently to prevent the occurrence of flat tires.

Lepera

Item

Action By

52. **Inspection Times**

The Town requests assurance that inspection staff is on site at all times while work is being completed. The Town has also requested a proposal be submitted by Lepera pertaining to the system of compaction to be employed during the various components of the work.

**Lepera
HGS**

Note: The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/ or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes at (519) 944-3090 ext. 231.

Minutes prepared by Mr. David M. Archer, P. Eng., Project Manager for HGS Limited.

Distribution

All Present

Mark Alzner	- Essex Power
Randy Matis	- Bell Canada
Brandon Riddiford	- Cogeco Cable Communications
Bill Carnie	- Union Gas
Robert Budway	- O.C.W.A.
Dale Myer	- County of Essex

**HGS Limited
Consulting Engineers
Windsor, Ontario**

File No.: C107-1388

Date: 16 October 2007

**AMHERSTBURG SEWER SEPARATION
PHASE 2**

WORKING DAY SUMMARY

<u>Period Covered</u>	<u>Number of Working Days</u>	<u>Total to Date</u>
1 June to 9 June	5	5
to 23 June	10	15
to 7 July	8	23
to 21 July	9	32
to 4 August	8	40
to 18 August	7	47
to 1 September	7	54
to 15 September	9	63
to 6 October	15	78

Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Wednesday, October 10, 2007 9:22 AM
Subject: Re: Service Request 2004 - Comment added by Linda Murray

Rick,

The contractor relocated the stockpile to an area out of the area of concern.

Response provided by Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
To: "Dave Archer" <darcher@hgscivil.local>
Sent: Monday, September 24, 2007 11:33 AM
Subject: FW: Service Request 2004 - Comment added by Linda Murray

>
>

> -----Original Message-----

> **From:** srm@amherstburg.ca [mailto:srm@amherstburg.ca]
> **Sent:** Monday, September 24, 2007 11:22 AM
> **To:** hgs@bellnet.ca
> **Subject:** Service Request 2004 - Comment added by Linda Murray

> A comment has been added to service request 2004 with the following
> information:

> Status: Assigned

> Created By : Linda

> Comment : Mrs. Benninger attended office to say another load of sand
> was just dumped at end of Seymour Street. She had with her a shopping
> bag full of allergy medicine her daughter has had to take since
> construction started due to her severe allergies to sand and dirt. Ms.
> Benninger asked that this be removed immediately.

> Date Submitted : 9/24/2007 11:22:19 AM

> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2004>

> NOTE: this is an INTERNAL email sent by Public Services's online Service
> Request Manager.

10/10/2007

Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Wednesday, October 10, 2007 9:25 AM
Subject: Re: Service Request 2069 - Requested by Lou Zarlenga

Rick,

The contractor watered down the area and is continually monitoring and watering the site.

Response provided by Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
To: "Dave Archer" <darcher@hgscivil.local>
Sent: Friday, September 28, 2007 2:25 PM
Subject: FW: Service Request 2069 - Requested by Lou Zarlenga

>
>

> -----Original Message-----

> **From:** srm@amherstburg.ca [mailto:srm@amherstburg.ca]
> **Sent:** Friday, September 28, 2007 2:18 PM
> **To:** hgs@bellnet.ca
> **Subject:** Service Request 2069 - Requested by Lou Zarlenga

>

> A service request has been logged by a citizen with the following
> information:

>

> Request Id : 2069

>

> Name: Ms. Gail Sinasac

>

> Location : Sandwich at Park Street

>

> Description : Due to construction at Sandwich and Park there is a
> great deal of dust. Mrs. Albrech - 736-5188 requests that you water
> down the road more often.

>

> Department: Public Services

>

> Date Submitted : 9/28/2007 2:17:54 PM

>

> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2069>

>

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10/10/2007

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- > Tel:
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Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Thursday, October 04, 2007 3:58 PM
Subject: Re: Service Request 2070 - Requested by Lou Zarlenga

Rick,

H.G.S. staff (Jason, Gary and Stu) reviewed this location on site and determined that this condition has nothing to do with the sewer separation contract underway.

Response provided by: Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
To: "Dave Archer" <darcher@hgscivil.local>
Sent: Monday, October 01, 2007 3:34 PM
Subject: FW: Service Request 2070 - Requested by Lou Zarlenga

>

>

> -----Original Message-----

> From: srm@amherstburg.ca [mailto:srm@amherstburg.ca]

> Sent: Monday, October 01, 2007 11:02 AM

> To: hgs@bellnet.ca

> Subject: Service Request 2070 - Requested by Lou Zarlenga

>

> A service request has been logged by a citizen with the following
> information:

>

> Request Id : 2070

>

> Name: Ms. Gail Sinasac

>

> Location : 310 Bathurst St. - Murier Colligan

>

> Description : 310 Bathurst - Murier Collegan - 736-6738 - Drivers
> bringing loads of stone to the construction site have dropped stone all
> along her driveway and sidewalk in front of her house. She would like
> it cleaned up.

>

> Department: Public Services

>

> Date Submitted : 10/1/2007 11:02:25 AM

>

> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2070>

10/4/2007

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Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Wednesday, October 10, 2007 9:28 AM
Subject: Re: Service Request 2101 - Requested by Lou Zarlenga

Rick,

The H.G.S. inspection staff reviewed the sand pile with the contractor to ensure that the slope of all stockpiles is maintained in a safe condition.

Response provided by Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
To: "Dave Archer" <darcher@hgscivil.local>
Sent: Thursday, October 04, 2007 2:55 PM
Subject: FW: Service Request 2101 - Requested by Lou Zarlenga

>

>

> -----Original Message-----

> **From:** srm@amherstburg.ca [mailto:srm@amherstburg.ca]

> **Sent:** Thursday, October 04, 2007 2:37 PM

> **To:** hgs@bellnet.ca

> **Subject:** Service Request 2101 - Requested by Lou Zarlenga

>

> A service request has been logged by a citizen with the following
> information:

>

> Request Id : 2101

>

> Name: Mrs. Linda Murray

>

> Location : Corner Brock & Kempt Street

>

> Description : Caller is concerned about kids playing on pile of sand

> at corner of Brock & Kempt Street. Feels it would be safer to have snow

> fencing put around so they cannot play on or ride their bikes on it.

>

> Name: Tim Major, 283 Brock St., 736-5729

>

> Department: Public Services

>

> Date Submitted : 10/4/2007 2:37:16 PM

>

> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2101>

10/10/2007

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Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Wednesday, October 10, 2007 9:18 AM
Subject: Re: Service Request 2120 - Requested by Lou Zarlenga

Rick,

H.G.S. staff will have the contractor clean up the area of concern.

Response provided by Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
To: "Dave Archer" <darcher@hgscivil.local>
Sent: Tuesday, October 09, 2007 5:37 PM
Subject: FW: Service Request 2120 - Requested by Lou Zarlenga

>
>
> -----Original Message-----
> From: srm@amherstburg.ca [mailto:srm@amherstburg.ca]
> Sent: Tuesday, October 09, 2007 3:06 PM
> To: hgs@bellnet.ca
> Subject: Service Request 2120 - Requested by Lou Zarlenga
>
> A service request has been logged by a citizen with the following
> information:
>
> Request Id : 2120
>
> Name: Mrs. Linda Murray
>
> Location : 293 Sandwich St. S.
>
> Description : Name: Denise Newell Ph.: 736-9449
>
> Homeowner complaining that contractors are dumping garbage (coffee cups,
> wrappers, etc) in holes dug around new service in her yard. She asks
> that this be cleaned up before excavated area is closed.
>
> Department: Public Services
>
> Date Submitted : 10/9/2007 3:06:07 PM
>
> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2120>
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Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Wednesday, October 10, 2007 2:58 PM
Subject: Re: Service Request 2124 - Requested by Lou Zarlenga

Rick,

H.G.S. staff reviewed the shrubs and can not detect any damage, however pictures are taken as of this time for use in resolving this matter upon completion of the project.

Response provided by Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
To: "Dave Archer" <darcher@hgscivil.local>
Sent: Wednesday, October 10, 2007 12:24 PM
Subject: FW: Service Request 2124 - Requested by Lou Zarlenga

>
>
> -----Original Message-----
> From: srm@amherstburg.ca [mailto:srm@amherstburg.ca]
> Sent: Wednesday, October 10, 2007 12:20 PM
> To: hgs@bellnet.ca
> Subject: Service Request 2124 - Requested by Lou Zarlenga
>
> A service request has been logged by a citizen with the following
> information:
>
> Request Id : 2124
>
> Name: Mrs. Linda Murray
>
> Location : 325 Sandwich St. S
>
> Description : Name: Matthew Renaud Ph: 796-9698
>
> Contractors have dug holes in driveway and front lawn. Owner upset he
> was not notified about work to driveway & lawn in advance. He also
> wants to report his shrubs were damaged by contractors truck. He has
> taken photos for future restoration.
>
> Department: Public Services
>
> Date Submitted : 10/10/2007 12:19:59 PM

10/10/2007

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> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2124>

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Dave Archer

From: "Dave Archer" <darcher@hgscivil.local>
To: "Rick Spencer" <rspencer@hgscivil.local>
Sent: Wednesday, October 17, 2007 4:49 PM
Subject: Re: Service Request 2125 - Requested by Lou Zarlenga

Rick,

H.G.S. staff reviewed the area of concern and noted that any debris was previously removed. All surface restoration will be completed at the conclusion of construction.

Response provided by Dave Archer, P.Eng.

----- Original Message -----

From: "Rick Spencer" <rspencer@hgscivil.local>
 To: "Dave Archer" <darcher@hgscivil.local>
 Sent: Wednesday, October 10, 2007 5:07 PM
 Subject: FW: Service Request 2125 - Requested by Lou Zarlenga

>

>

> -----Original Message-----

> From: srm@amherstburg.ca [mailto:srm@amherstburg.ca]

> Sent: Wednesday, October 10, 2007 1:27 PM

> To: hgs@bellnet.ca

> Subject: Service Request 2125 - Requested by Lou Zarlenga

>

> A service request has been logged by a citizen with the following
 > information:

>

> Request Id : 2125

>

> Name: Mrs. Linda Murray

>

> Location : 291 Sandwich St. S.

>

> Description : Name: Dawn Beneteau Ph 730-0344

> Ms. Beneteau is upset that her lawn & gardens were damaged by
 > contractors and that she wasn't notified that this work would be done
 > to her yard. Wants restoration done "now". I explained this would be
 > done upon completion of project but she is not happy with this
 > explanation. She also wants cardboard boxes filled with garbage on her
 > lawn removed along with the pile of dirt left on lawn. She said the mess
 > is totally unacceptable.

>

> Department: Public Services

10/17/2007

>
> Date Submitted : 10/10/2007 1:27:25 PM
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> Request : <http://TOWNGIS/Site1/srmRequestView.aspx?id=2125>
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