

Minutes
Pre-Construction Conference

The Pre-construction conference for the Wastewater Treatment Phase II contract was held at the Eva Town Hall on February 18, 2010 at 3:00 p.m... Present: Mayor Gary Livingston: Council Member Bert Collins: Town Clerk Judy Fortenberry: Wayne Rosenbalm, Ladd Environmental Consultants, Inc.: Wayne Meadows Ladd Environmental Consultants, Inc.: Chris Ramsey, Kevin Miller Development, Inc., Kevin Miller, Kevin Miller Development Owner: and Andrew Weldon, Kevin Miller Development.

The meeting was called to order, everyone present introduced themselves, and Mr. Rosenbalm explained that Ladd Environmental Consultants, Inc. will be administrating the contract. After discussing the "Notice to Proceed" it was decided that April 5, 2010 would be the start date, with construction time at 90 days. Mr. Miller stated that they were still waiting on the "Storm Water Permit". The request for the "Storm Water Permit" will be done by e-file and should get back within a week.

Mr. Miller and Mr. Walden had several questions concerning Partial Payments. Mr. Rosenbalm stated that all quantities should be compared with the quantities of the inspector. If quantities agree then we would have no problems with the payment. He stated that all requests should be mailed to him, after his review he would forward to Mayor Livingston for approval and payment. Mr. Walden checked to make sure that he could invoice for less than 80% or did he have to wait until he was 80% complete. It was made clear that he could invoice for up to 80% of the work completed at that given time. All payment requests should be at least 30 days between. Mr. Walden wanted to know how long it would take to turn a request around. Ms Fortenberry stated that all payments were processed immediately, that we would not have to wait for EPA money to make the payment.

Mr. Walden requested a site to park the construction trailer and an area to store supplies. After discussion was decided that the office at the present sewer plant would be used, and no trailer would be needed. Mayor Livingston, Mr. Miller and Mr. Rosenbalm all were in agreement to this. Mayor Livingston stated that pumps and other items requiring inside storage could be stored at the Town of Eva Maintenance Building at the ball park.

Mr. Weldon gave copies of the required information to Mr. Rosenbalm. After checking the information presented Mayor Livingston, and Mr. Miller signed copies of the contract.

The meeting was adjourned at 4:15 p.m., "Notice to Proceed" issued.