

Progress Meeting - AGENDA

June 18, 2020 | 9:00 am – 10:00 am | Skype Meeting
 LaBella Project No. 2161684

In Attendance (X) & Distribution:

Name	Representing	Telephone No.	E-Mail
X Jason R Ebbs, PE	LaBella Associates, DPC	585.746.0147	jebbs@labellapc.com
X KeShara Webb	LaBella Associates, DPC	585.746.0829	Kwebb@labellapc.com
X Tom Guerin	LaBella Associates, DPC	585.729.9075	tguerin@labellapc.com
X Kathy Dear	LaBella Associates, DPC	585.295.6635	kdear@labellapc.com
X Anthony Cammarata	Town of Kendall	585.659.8201	supervisor@townofkendall.com
Warren Kruger	Town of Kendall	585.659.2650	sdellpine@rochester.rr.com
Arron VandenBosch	Rochester Pipeline, Inc	585.329.7518	rochesterpipeline@yahoo.com
X Beth VandenBosch	Rochester Pipeline, Inc		beth_rochesterpipeline@yahoo.com
Andy Shick	NYS DOT		Andrew.Shick@dot.ny.gov
John Papponetti	Orleans County Highway		john.papponetti@orleanscountyny.gov
X John Helgren, PE	USDA - RD		john.helgren@usda.gov
X Dawn Kuras	USDA - RD		dawn.kuras@usda.gov
X Timothy Cannon	USDA - RD		timothy.cannon@usda.gov
X Cory Neefus	MCWA		Cory.neefus@mcwa.com

Item No.		Action By	Due Date
C1.01	<p>Progress Since Last Meeting:</p> <ul style="list-style-type: none"> • Turner has completed 3 directional drills and has 1 left • Auger bore will start up next week (w/e June 26, 2020) • All trees have been removed 		
C1.02	<p>Concerns:</p> <ul style="list-style-type: none"> • Rochester Pipeline (RP) states there are two areas where there are deep ditches and some pine trees that they may propose to directionally drill instead of open cut. LaBella (LBA) stated that the contractor should provide documentation (photos and sketch) to submit to LBA for approval but if these areas have service taps the request may be denied since MCWA does not permit taps on HDPE main. <i>Rochester Pipeline and LBA to coordinate design modifications.</i> 	RP / LBA	06/26/2020
C1.03	<p>Special Project Requirements:</p> <p>a) NYSDOT: N/A</p> <p>b) NYSDEC GP-0-15-002:</p> <ul style="list-style-type: none"> • The SWPPP mailbox has been installed on site. <p>c) MCWA:</p> <ul style="list-style-type: none"> • No service taps are allowed on HDPE pipe. • Following the progress meeting there was meeting to discuss water services due to technical difficulties. The meeting concluded the follow: <ul style="list-style-type: none"> ○ MCWA cannot have a service signup meeting due to MCWA COVID-19 regulations. ○ <i>Cory Neefus to send Ke'Shara Webb a draft flyer that has been used in past projects to let residents know about services.</i> 	MCWA	06/26/06

	<ul style="list-style-type: none"> ○ <i>The Town will post a document to the website that outlines all of the resident's responsibilities.</i> ○ The service cutoff date has been updated to July 20, 2020. <p>d) Orleans County Highway: N/A</p>	Town	07/03/2020
C1.04	<p>Pay App:</p> <ul style="list-style-type: none"> ● <i>Contractor to submit pay application items to LaBella Associates by July 06.</i> ● <i>LBA to send copies of the pay application to Tim Cannon via email but only after all other signatures have been obtained, cc Dawn Kuras. This should be one complete document.</i> 	RP	07/06/2020
		LBA	07/13/2020
C1.05	<p>Submittals:</p> <ul style="list-style-type: none"> ● Submittals 01 through 34 have been returned to the Contractor. <i>Ms. Webb to let Mrs. VandenBosch know if there are any outstanding submittals.</i> 	LBA	06/25/2020
C1.06	<p>Open Discussion:</p> <ul style="list-style-type: none"> ● Due to technical difficulties, Tim Cannon recommended conducting the next meeting via conferences call, no video. ● The Rural Development sign has been installed on site. ● LBA has attached photos to meeting minutes instead of placing them with the pay application. 		

Next Meeting July 16th – Conference Call, 585-295-6277 or 877-919-9709 code: 0347342

The preceding minutes represent the author's understanding of the issues discussed and decisions reached. If there are any errors or omissions, questions, comments or corrections regarding these notes, please contact the undersigned at either (585) 746-0829 or kwebb@labellapc.com within three days of issuance.

Respectfully submitted,
 LABELLA ASSOCIATES, D.P.C.



Ke'Shara Webb, EIT

cc: All Attendees and distribution list

Attachments: Project Photos