

MEETING SIGN-IN SHEET

Project:	Edgar WWTF	Meeting Date:	
Facilitator:	Engineer	Place/Room:	Village of Edgar – Village Hall

Name	Title	Company	Phone	E-Mail	Initial & Date
Leon Haffenbredl	Project Manager	Staab Construction	715-305-7972	Leon.haffenbredl@staabco.com	
Brian Busche	Site Supervisor	Staab Construction	715-305-7983	Brian.busche@staabco.com	
Roger Strand	Project Manager	Cooper Engineer	715-518-3698	rstrand@cooperengineering.net	
Gary Strand	Engineer	Cooper Engineer	715-234-7008	gstrand@cooperegnineering.net	
Brian Akason-A	Energenecs	Energenecs	414-940-1570	briakakason@energenecs.com	
Randy Werner		Edgar Village Board	715-352-3152	Rwrnr55@gmail.com	
Nate Myszka	Project Engineer	Cooper Engineer	715-581-2277	nmyszka@cooperengineering.net	
Bart Lehman	Wastewater Operator	Village of Edgar	715-615-2963	wastewaterdept@edgarwi.org	
Bill Tess	Water Operator	Village of Edgar	715-615-2964	Bill.tess@edgarwi.org	
Jeni Lopez	Village Administrator	Village of Edgar	715-352-2891	Jennifer.lopez@edgarwi.gov	
Skyler DeBoer-A	OPS/Project Manager	Earth, Inc.	715-652-2522	Skyler.deboer@tds.net	
Dan DeBoer-A	President	Earth, Inc.	715-652-2522	Don.earth@tds.net	
Jesse Patten-A	WPS Elect Designer	WPS	715-573-0349	Jesse.patten@wisconsinpublicservice.com	
Steve Opatik-A	USDA Rural Dev. State Engineer	USDA	715-899-0396	Stephen.opatik@usda.gov	
Mike Schmidt	Project Manager	Sargent Electric	920-304-6348	mschmidt@sargentelectric.com	
Andrew Check	WI DNR - Remote				
April Anderson	Project Coordinator	Staab Construction	715-207-5963	April.anderson@staabco.com	

Name	Title	Company	Phone	E-Mail	Initial & Date

PROGRESS MEETING MINUTES

Project: EDGAR WWTF

Progress Meeting# 04

Date: DEC 5, 2023

Location: EDGAR VILLAGE TOWN HALL

REQUIRED ATTENDEES

Owner / Engineer: **SEE ATTACHED SIGN IN SHEET**

Staab Construction:

Subcontractors / Suppliers:

Guests:

PREVIOUS MEETING MINUTES

Discussion Points

- o Water line not where located
- o **The new water service to the storage building will be installed on the west side as originally shown on the plans**

Action Items (From Last Meeting):

o

SAFETY TOPICS

o



Safety – Excellence – Team – Trust – Respect

1800 LAEMLE AVE | MARSHFIELD, WI | PH (715) 387-8429

<https://www.staabco.com/>

RFI'S – REFERENCE LOG

Pending / Open

- RFI 9 - CLARIFIER RECEPTACLE LOCATION – Roger responded to RFI

Closed

CHANGE ORDERS – REFERENCE LOG

Pending

Approved

- CO#02 Credit to delete (2ea) Alum Clarifiers
- CO#03 Change 2 VFD's from 3.0 HD to 5.0 HD
- CO#04 Cost for N.P. water hydrants in Clarifier
- CO#5 Cost to add spare conduits in Generator slab
- CO#6 Cost to demo grit walls and pour in new concrete
- CO#7 Cost to add Clarifier lighting and electrical receptacles

PROGRESS PAYMENT

Pending

-

Approved

- \$331,271.65

Next Month's- Reference Project Payment Schedule

- Value estimated at \$473,000



CONSTRUCTION SCHEDULE – LONG TERM SCHEDULE REVIEW (HANDOUT)

Previous 30 Days Work Progress:

- Complete pump room masonry. **Parapit to follow after precast gets installed**
- Complete pump room **exterior** concrete walls and slab
- Form pump room wetwell walls
- Form & pour pump room east concrete wall
- Work on U.G. electrical conduits
- Completed grit tanks change order work, demo & concrete
- Backfill inside & outside pump building
- Installed pump room DWV piping
- Installed storage building U.G. utilities. **(trench drain and catch Basin remain)**
- Stripped T.S. at storage garage, established sub-grade
- Established sub-grade from Generator pad , begin concrete work
- Work on Aeration Tank walls, south basin. Along with splitter box

30 Day Look ahead schedule:

- Continue South Aeration Basin concrete walls
- Continue Pump Room wetwell concrete
- Install Pump Room precast
- Install Pump Room Roof system
- Finish Generator Pad concrete
- Gas Service to pump room? **And storage building. Owner to notify gas company.**
- **Backfill clarifier and pole building**

Staab Construction

- See above
-

Engineer/Owner

- Shop Drawing review and approval
- Jobsite inspections
- **Clean FRP covers – try on Thursday when its warm**

Plumbing

- Shop drawings
- DWV installation in pump room thru roof



HVAC

- Shop drawings
- Install pump room heaters

Controls Integration

- Fabrication

Electrician

- Shop drawings
- U.G. Conduit
- Electrician questioned the yard light relocation. They need to submit an RFI showing proposed new location.

Concerns impeding Schedule

- Controls delivery

CRITICAL PATH SUBMITTALS – (SUBMITTAL LOG, OM, WARRANTY AND COMMISSIONING)

Submittals

- HVAC & Plumbing

Operation and Maintenance Manuals

-

Warranty

-

Commissioning

-

OPEN DISCUSSION

Owner

- Need to store materials such that owner can remove snow throughout the site
- Rental companies need to make deliveries when contractors are on site



Engineer

- Energenecs completed their Radio Path Study. They require the antenna to be 20' to 30' above grade. Could mount on pump room or a light pole.
- Earth submitted their control panel S.D.s and are approved.
- Blowers have electronic components mounted on them. Engineer recommends they be installed inside building.
- Roof scuppers to be 8" square.
- No downspouts for roof scuppers
- Provide 6" long drip lip on scuppers

Staab Construction

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Subcontractors

-

Others

The next meeting is scheduled for January 16th at 10am
Located at _____

ATTACHMENTS

1. Sign in sheet
2. Progress Meeting Agenda
3. Progress Meeting Minutes
4. Pay Request Spreadsheet
5. RFI Log
6. Change Order Log
7. Submittal Log
8. P6 Schedule
9. Color Schedule





100% EMPLOYEE OWNED

Premier Contractor of Environmental Civil Construction



Safety – Excellence – Team – Trust – Respect

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