

**MINUTES**  
**INFRASTRUCTURE REVIEW ADVISORY BOARD**  
**Water Purification Plant**  
**April 15, 2009 8:30 a.m.**

**Members and Alternates Present**

Chad Huwe, Mike Cooper (8:55 AM), Rich Schwanke, Eric Berg (8:36 AM), Mark Vellinga, Mark Cotter (8:36 AM), Paul Fick (8:37 AM), Steve Brockmueller, Steve VanBuskirk (8:45 AM), Orrin Oliver, Mike Runge

**Members and Alternates Absent**

Erin Hayes, Jeff Schmitt, Pat Beckman

**Others Present**

Cynthia Monnin, Chuck Point, Kim Buell, Jeff Boldt, Jeff DesLauriers, Jon Brown, Beth Kassing, Brad Stangohr, Clayton Jamison, Eric Willadsen, Joel Ingle, Todd Anawski, Shannon Verhey, Chuck Point, Jon Brown, Kim Buell

**Approval of Minutes of Last Meeting**

A motion was made by Rich Schwanke to approve the March 4, 2009 meeting minutes; the motion was seconded by Paul Fick. Roll call: Yeses- Cotter, Schwanke, Berg, Vellinga, Fick, Runge - 6. Noes, none.

**Business**

Chad Huwe announced to the Board that in May the member terms for Rich Schwanke and Paul Fick will be expiring. Rich represents the Engineering Consultant group and Paul represents the Homebuilders Association. Chad thanked both Rich and Paul for their years of service. Steve Brockmueller has agreed to move from the Alternate position to the Member position soon to be vacated by Rich. Steve VanBuskirk has expressed interest in moving from the Alternate position to the Member position soon to be vacated by Paul. Chad asked that any parties interested in the Alternate positions should submit an application by April 21. The appointments will be taken to City Council in May.

The following handouts were distributed:

- Engineering Design Standards-Chapter 14-Acceptance Procedures and Requirements for Private Construction of Public Improvements
- DRAFT-Concrete Acceptance and Warranty Guidelines
- DRAFT-Memorandum

**1. Subdivision Inspection Policy & Guidelines (PowerPoint)**

Shannon VerHey, Assistant City Engineer, presented a PowerPoint presentation to the Board regarding subdivision information. Shannon began the discussion by explaining the DRAFT memorandum that he would like to mail out within the next couple of days. The memo provides clarification to subdivision inspection, acceptance and warranty procedures, and requirements for

private construction of public improvements. The memo verbiage was drafted with input from the Subdivision Subcommittee that was formed last year. The two main issues that the Subcommittee focused on included: sureties including bonding and Irrevocable Letter of Credits, changes to how subdivisions are accepted, and the associated warranties. Shannon mentioned that the sureties topic has been tabled for now due to the economy. He said that the Subcommittee cannot move forward until a decision is made on two key items: what needs to be looked at for acceptance and warranty for items such as concrete and trench settlement, and should the acceptance and warranty apply to CIP projects (General Conditions). Shannon mentioned that he met with concrete contractors in December and January in order to develop concrete guidelines. Shannon is currently meeting with the Sioux Falls Contractors Association to discuss changes to the General Conditions. Depending on the outcome of these meetings, the Subdivision Committee will need to regroup and determine if changes can be made. Shannon said the main goal is that all projects are treated uniformly and that Developers be held to the same standards as the Contractors on Capital Improvement projects. Chuck Point told Shannon that he thought the memo still needs some work and asked that the memo be put on hold until more questions can be answered.

The PowerPoint presentation that was presented at the meeting will be available on the IRAB website at the following link:

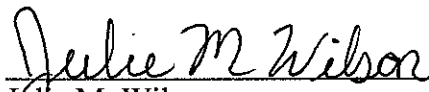
[http://www.siouxfalls.org/Mayor/boards\\_commissions/infrastructure\\_review\\_advisory\\_bd/irab](http://www.siouxfalls.org/Mayor/boards_commissions/infrastructure_review_advisory_bd/irab)

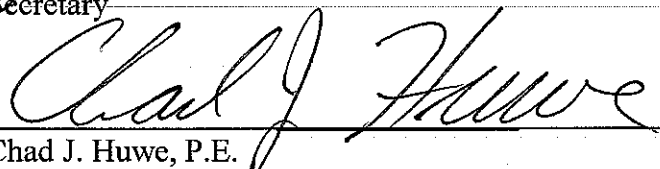
**Board Action:**

**Action Items**

**Adjournment**

The next IRAB meeting is set for May 6, 2009, at 8:30 a.m., at the Water Purification Plant. A motion was made by Mark Cotter for adjournment at 10:10 a.m.; the motion was seconded by Mike Runge. Roll call: Yeses: Cotter, Cooper, Fick, Runge, Schwanke, Berg, Vellinga - 7. Noes, none.

 BJO 4/30/09  
Julie M. Wilson  
Secretary

  
Chad J. Huwe, P.E.  
City Engineer