

SEWER OVERFLOW TASK FORCE

February 11, 2000

Motion to accept minutes with changes by Jane Book, second by Sumedh.

Pete Perala introduced Mark TenBroek, P.E., of Camp Dresser & McKee (CDM). John McDonald with Martin Control Services who will be provided the field monitoring services. Karen Maduschke, Social & Marketing Research Services who will be conducting the surveys.

We need to recontact Lee Roberts to inquire if he has time to attend the Task Force Meetings. If not we need to find another plumber who will be on the Task Force.

The Executive Summary Report was distributed and discussed by Mark TenBroek.

The Executive Summary is ideal for information to City Council.

There was a request to use PDF when sending information via E-Mail.

Pete indicated that the 1994 Survey was a stormwater survey and has only limited value for this project. There is a misconception that the survey was for SSO's and that is why some people were frustrated that they never received a questionnaire even though they were in an area prone to SSO/backups.

Steve indicated we need to educate the public on how to complete survey so the information we receive is complete.

Pete reviewed the Scope of Services and made some changes.

CDM is flexible if Council tables the resolution. Steve and Sumedh will make preparations so council will understand what a delay in approving resolution would mean to the study. CDM wants to start flow monitoring as soon as possible, since wet weather is near.

Karen Maduschke indicated that the survey should be distributed before the U of M and public schools are out for the summer.

The possibility of using Cable Television Network for on site visits or a WEB camera where sewer TV inspection can be shown was suggested.

It was also suggested to use the model to explain problems to public within the problem areas.

Page 18 - Task G, 1st workshop linked with the homeowner's information initially. Some of the information on survey will include the customers telephone number so we can set up door to door interviews. Distribute survey. Great opportunity to collect homeowner data and follow up.

Be sure to ensure confidentiality. Check with attorney's office for confidentiality under FOIA. Does survey become property of consultant or City?

Consultant owns results - CDM will collect data and analyze. Will give the City limited information nothing specific like addresses or comments if needed to ensure confidentiality, this may require a modification to the contract clauses.

How important to have address on survey? Need addresses for accurate data gathering. Explain at first workshop why addresses are a must.

Public WEB site linked to City's WEB site. There will be a place for requests and comments to CDM with copy to Pete.

Waterways newsletter should be tied in for public information.

Final report in PDF format

Final Cost is the Project Budget.

Task amount not to exceed agreed upon amount. The only reason the amount would change is if Scope of Services changes.

Only increase in the amount of the contract that is foreseen is if there are more public workshops needed or if the workshops are more involved than initially thought.

Contingency will be 10% above the agreed amount with CDM.

Invoices will be by task or sub-task? Breakdown by sub-task.

Do we want Fran Alexander of Alexander Consulting, who will be doing the Public Relations portion of the study, to come before Council? Do we need to meet with her in case Council has questions on the public relations aspect? Steve and Sumedh will speak to her.

The resolution needs to be seen by the entire task force. Executive Summary and the outline of the process the Task Force followed to choose the consultant will be attached.

The Citizens Representatives on the Task Force should write a letter to their Councilmember showing support for the study.

Next meeting Sewerage Overflow Task Force Friday, February 24, 2000, 4th floor conference room

Agenda: Development of WEB site.

SEWER OVERFLOW TASK FORCE

February 24, 2000

Fran Alexander, public relations was introduced.

Agenda passed out by Fran for the meeting

All of the Sewer Overflow Task Force (SOTF) needs to be on the same page for effective progress and decision making.

Critical next steps: dates of workshops, prep for public engagements.

Mark TenBroek Camp Dresser & McKee (CDM) will be the SOTF point of contact for both CDM and sub-contractors on the project.

Contract Status:

To meet the requirement in the scope of services that the survey responses are confidential, the City will only receive a summary. Response data will belong to CDM's survey consultant.

- Addresses on the survey are needed to provide accurate pattern of flooding.
- Provide clause in contract to ensure homeowners that information will not be released without the homeowners permission. i.e. city only receives summary information
- Raw data will be held by CDM or sub-contractor to prevent anyone from obtaining data under the Freedom of Information Act.

Pete Perala will follow up with City Attorney to get approval on contract language.

Contract draft ready for pick up Friday, February 25, 2000. Work should begin by March 1, 2000.

Public involvement

Task Force thanked City staff for their cooperation on getting RFP complete. Special thanks to Pete Perala for all his expertise.

Discussions

How do we get the people upstream who do not have a problem with flooding, but contribute to the downstream flooding, to understand they need to make changes. May need legislation passed to get homeowners to disconnect down spouts from the sanitary sewer.

Steve Rapundalo to get in touch with Ron Olson and Ann Arbor Observer to have an in depth article done on the flooding problem.

Could do an article for the City Hall Inside Ann Arbor column in the Ann Arbor Observer.

We need to balance impact on neighborhoods vs. the rest of the city.

People do not understand the difference between rain water and sewage backup. Ongoing education is a must.

Consensus and one voice is essential for SOTF to get the job done.

Problems that come up need to be discussed in a meeting with SOTF as soon as possible. If a consensus cannot be reached the SOTF will move forward based on 2/3 majority decision. Remember one voice from the SOTF is the desired outcome!

Public Education

First workshops will be on April 18 and 19, 2000, 7 - 9 p.m. Homeowners can attend either workshop.

Data Preparation

Questionnaire completed for SOTF review. Web site to be linked to City's Web site.

Sub-Committees

Communication and Information Sub-Committee will meet March 2, 2000, 7:30 a.m. to 9:30 a.m. at the WTP, 919 Sunset. Members are: Mark TenBroek, Sumedh Bahl, Jim Nieters, Laura Rubin.

Meeting Planning Sub-committee will meet March 2, 2000 10 -11:30 am at the WTP, 919 Sunset. Members are: Steve Rapundalo, Barbara Bruemmer, Pete Perala, Ron Olson, Fran Alexander and Mark TenBroek.

Data Collection Sub-committee will meet March 2, 2000, Noon-1:30 p.m. at the WTP 919 Sunset.. Committee members are: Wendy Carmen, Craig Hupy, Mark TenBorek

Next meeting Sewage Overflow Task Force: Thursday, March 9, 2000 7:30 a.m. 4th floor conference room.

FUTURE MEETINGS

April 6, 2000

May 4, 2000