

OFFICIAL MINUTES
SUMMERSET PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, NOVEMBER 26th, 2024 @ 6:00 P.M.

The meeting was called to order by Chairman Brody Oldfield at 6:00 p.m.

ROLL CALL: Dustin Hirsch, Mitchell Woldt, Casey Kenrick (via zoom), Brittini Bjorum (via zoom) and Brody Oldfield were present. Also present was the City Administrator, City Engineer, and City Attorney.

CALL FOR CHANGES: Motion by Hirsch, second by Woldt to approve the agenda of the meeting for November 26th, 2024. Motion carried.

CONSENT CALENDAR: Motion by Woldt, second by Hirsch to approve the minutes of the regular meeting of November 12th, 2024. Motion carried.

DESIGN EXCEPTION REQUEST/PRELIMINARY PLAT – NORMAN RANCH

Motion by Hirsch, second by Woldt, to open discussion on the Design Exception Request and Preliminary Plat. Motion carried.

City Administrator Lisa Schieffer gave a brief overview of the motion that was made at the November 12th Planning and Zoning Meeting recommending the following contingencies:

- 1) Extended warranty on Norman Ranch pump and lift station to three (3) years;
- 2) Air valves working to increase adequate flow;
- 3) Plan between the developer and city in case it is overloaded;
- 4) Letter from US Army Corp of Engineers for work in wetland area.

Schieffer then stated that those recommendations went before the Board of Commissioners on November 21st. The Board at that time had received further information regarding the contingencies and replies from Vanocker that had not been seen by Planning and Zoning and made a motion to send the same back to Planning and Zoning.

Kyle Treloar from Vanocker Development along with Megan Kingsbury were present to answer any questions. Treloar gave an overview on Norman Ranch from its timeline beginnings to annexation, developer's agreement, TIF application, grant application and where the project currently sets. Treloar stated to the Board that they have had quite a few meetings with engineers and representatives and they are hoping they are to a point that items can be moved forward on the Design Exception Request.

Treloar discussed maintenance and pigging on the same and stated that they hired American Pipeline Solutions group to give them recommendations on the same.

Board Member Brody Oldfield asked if it would be possible to run two force mains to improve velocity. Treloar stated where it is possible, they would like to stay with the 8" force main and that was what was allowed for permitting purposes, but it has been discussed.

Board Member Mitchell Woldt asked about the replacement of valves and if that increased flows. Jon Ambrose, Wastewater Superintendent, said two have been replaced and they are waiting on a third. The current flows are around 230-240, but they have run a camera through about 400 feet and everything looked good and was working correctly.

Discussed then ensued regarding the Developer's agreement and how the language read regarding who would be responsible.

Lindsay Shagla, Engineer HDR, asked Treloar if a different pump could be used to increase the same. Treloar stated that they are looking into that during their second phase.

Woldt then asked the timeline on the build out to reach the second phase. Treloar explained that once the platting is improved, they will start the design for Phase 2 end of next year. It will take at least a couple of years for Phase 1 to be completed. Discussion went on to how many homes would need to be built in this first phase. Treloar explained that they want to build as many as they can in order to get the growth on the TIF, so there is incentive in getting this done.

The Board ended discussion about the exception request and asked if any items were still needed to be addressed on the preliminary plat. Schieffer explained the only thing on the plat is the contingency to have a letter from the US Army Corp of Engineers regarding the wetlands.

Motion by Woldt, second by Bjorum to close discussion. Motion carried.

Motion was made by Woldt, second by Kenrick to recommend to the Board of Commissioners approving the Design Exception Request and Preliminary Plat upon the proposed contingencies related to accepting the pipeline velocity design exception:

- The pipeline will be designed by Norman Ranch to accommodate pigging operations. A pig launch facility will be provided at the lift station. A hydrant and watermain extension will be provided at the lift station for a high-volume source of water.
- The force main will be downsized from 10" to 8" to increase the velocities in the pipe. The third phase will not be able to accommodate in this force main velocity compromise.
- Extend Warranty on Force main and Lift Station to 3 years.

Proposed contingencies related to accepting the Norman Ranch plat (plans and specifications):

- The City will monitor wastewater levels in the Summerset Lift Station.
- The Norman Ranch Lift Station should be Designed to IDCM standards.
- A flow meter will be provided on the discharge line of the Norman Ranch Lift Station and flow data will be integrated into the City's SCADA system.
- Proper air valves will be specified.
- Project specifications will be provided to the City for review and approval.

- Proposed equipment and building materials that are not covered by the standard specifications will be submitted to the City for review and approval. Any equipment or building materials not approved by the City are subject to rejection.

- USACE approval is required for work in the existing drainage.

Motion carried.

ADJOURNMENT

Motion by Woldt, second by Bjorum to adjourn the meeting at 6:47 p.m. Motion carried.

Brielle Schrock, Finance Officer

Brody Oldfield, Chairman