

PRECONSTRUCTION MEETING MINUTES

**Lake Koshkonong Dredging and Wetland Restoration Project
Town of Sumner, Jefferson County, WI**

To: Tim Van Bommel, Badgerland Excavating
Kevin Hahn, Badgerland Excavating
Rob Montgomery, Montgomery Associates
Debbie Hatfield, Montgomery Associates
Brian Christianson, Rock-Koshkonong Lake District
Jordan Rowe, Tallgrass Restoration
Jennifer Haas, Great Lakes Archaeological Research Center
Ricky Kubicek, Great Lakes Archaeological Research Center
Stacy Marshall, US Army Corps of Engineers
Pam Biersach, DNR
Travis Schroeder, DNR
Ryan Ellifson , DNR Conservation Warden
Bill O'Connor, Wheeler Law
Mary Beth Peranteau, Wheeler Law
Bill Quackenbush, Tribal Historic Preservation Officer, Ho-Chunk Nation
Rick Gerke, Twin Island Gun Club
Dave Bienfang, Twin Island Gun Club
Glendan Rewoldt, Deputy Town Clerk, Town of Sumner
Barbara McGann, Town Clerk, Town of Sumner
Kim Cheney, Town Clerk, Town of Koshkonong
Patricia Cicero, Jefferson County Land and Water Conservation Department
Joseph Nehmer, Jefferson County Parks

From: Danielle Lee, Montgomery Associates

Re: Pre-Construction Meeting Minutes – Lake Koshkonong Dredging and Shoreline Restoration Project

MARS Project #: 1453

Date: Issued January 18, 2013

Notes:

The Pre-Construction Meeting for the Lake Koshkonong Dredging and Shoreline Restoration project was held on Thursday, January 17, 2013, at 2:00 p.m. at the office of Montgomery Associates, 119 S. Main Street, Cottage Grove, WI 53527. In attendance were:

- Rob Montgomery, Montgomery Associates (rob@ma-rs.org, 608-839-4422)
- Debbie Hatfield, Montgomery Associates (debbie@ma-rs.org, 608-839-4422)
- Danielle Lee, Montgomery Associates (danielle@ma-rs.org, 608-839-4422, or 608-399-4188 by cell)
- Tim Van Bommel, Badgerland Excavating (tim@badgerlandexcavating.com, 608-354-5442)
- Kevin Hahn, Badgerland Excavating (kevin@badgerlandexcavating.com, 608-354-5442)
- Travis Schroeder, DNR (Travis.Schroeder@Wisconsin.gov, 262-574-2172)
- Patricia Cicero, Jefferson County Land and Water Conservation Department (patriciac@jeffersoncountywi.gov, 920-674-7121)
- Joseph Nehmer, Jefferson County Parks (joen@jeffersoncountywi.gov, 20-674-7260)
- Rick Gerke, Twin Island Gun Club (rbgerke@yahoo.com, 920-650-2157)
- Jordan Rowe, Tallgrass Restoration (JRowe@tallgrassrestoration.com, 608-531-1768)

Attending by phone were:

- a. Jennifer Haas, Great Lakes Archaeological Research Center (GLARC) (jhaas@glarc.com, 414-481-2093)
- b. Ricky Kubicek, Great Lakes Archaeological Research Center (GLARC) (kubicek@glarc.com, 414-481-2093, or 414-732-5578 by cell)

Record of discussion:

1. Introductions

2. Project Overview

Debbie and Rob gave an overview of the project as an opportunity for the Rock Koshkonong Lake District to perform dredging for navigational access and beneficially use the dredge material to restore an eroded wetland area separating Mud Lake from Lake Koshkonong.

3. Primary Contacts (see all contact info above)

- a. Montgomery Associates: Danielle Lee will be the project engineer and main project representative. Debbie Hatfield is the project manager and Rob Montgomery is Principal in Charge. Danielle should be copied on all correspondence, emails, etc. related to the project.

- b. Badgerland Excavating: Either Tim Van Bommel or Kevin Hahn can be reached. Kevin will be on site.
- c. DNR: Travis Schroeder is the main contact for the Department.
- d. Jefferson County: Patricia Cicero will be the main contact from a County standpoint and wants to be kept informed of changes so that when inspections are performed, everything is as expected. Joe Nehmer is the Parks contact.
- e. GLARC: Ricky Kubicek will be the main contact for archeological related issues. He will be on site the first day and as needed throughout the project.
- f. Twin Island Gun Club: Rick Gerke is one of the members of the club, and needs to be contacted when their land will be used for the carp gate portion of the project.

4. Regulatory and Other Construction Issues

- a. Jennifer from GLARC described that two burial sites had been noted in the area—one burial site found during an excavation in the 1930's, and another bone was found coming out of a beach ridge in the 1980's. However, during an archeological investigation performed in 2011, she doesn't believe it's likely that any archeological issues will come up during the project. Ricky will be on site for monitoring as the project starts up, and occasionally thereafter as needed. **A map of the archaeological sites is attached to these minutes.**
- a. MARS confirmed that the alternative haul route (along Lamp road) will not be used in this project. The haul route will be along the shoreline on the lake bed.
- b. Travis was concerned about interim stabilization of the dredge disposal site after construction is complete but before vegetative restoration can be completed. **MARS will work with Travis to develop a stabilization plan and direct Badgerland as needed.**
- c. There is a possibility that water levels may fluctuate quickly, which can be a challenge when it comes to installing the silt curtain. **Badgerland will submit to MARS and DNR a written description and drawing showing the plan proposed for immediate installation, and a contingency approach if water levels were to rise or the weather gets warm.**
- d. **Badgerland will submit to DNR a spill plan in writing, including a description of the equipment being used and fuel/oil/lubricant compliance with operations in a lake.**
- e. Travis has received a significant amount of public comment and questions regarding the project. **MARS will work with RKLD to post project related information to the RKLD website to keep the public informed on the construction and progress, so that Travis can refer inquiries to the website.**

- f. As noted in the DNR permit, no work can be done past March 1, as walleye spawning begins.
- g. Travis noted that Badgerland is subject to the requirements of the Chapter 30 permit including the liability for penalties if permit conditions are not adhered to.
- h. **Travis requested an email from Twin Islands Gun Club giving him permission to come onto their properties for inspections.**
- i. Travis now has an updated copy of the construction plans, which no longer includes an alternate dredge fill site. **MARS will mail a copy of the specifications to Travis.**
- j. **Travis requested 24 hours notice from Badgerland before any equipment is on site, and 48 hours notice before any dredging occurs.**
- k. **MARS will work with Badgerland to determine how long the traffic controls need to remain on the containment berm (as it will be a permanent feature), as well as when they are safe to remove from the dredge site.**
- l. Badgerland noticed that several sump pumps are running (after the thaw last week), and are melting the ice close to the shoreline (and compromising the haul route stability). **Badgerland will submit to MARS and DNR a plan to control the discharge to allow for reliable truck traffic along the Lakeshore ASAP so that construction can begin.**
- m. Badgerland intends to place dredged material in the fill section from south to north, starting closest to the shoreline. **MARS will work with Badgerland to determine an optimum fill placement elevation, because the material will freeze once placed.**
- n. MARS and DNR confirmed that ice can be placed back in the dredge area when dredging is complete.
- o. RKLD and the County have an agreement for use of the staging area (which is owned by the County) that requires restoration of any damage and provisions for site security.
- p. Badgerland will keep the site clean and secure and will repair any damage after construction completion.
- q. Equipment materials and employee vehicles should use the staging area. The area west of the launch ramp that is used by visitors for parking is actually private property and should not be used by contractor vehicles.
- r. Rick Gerke of Twin Islands Gun Club requested to be notified when work will be conducted associated with the carp gate.

5. Documents and Procedures

- a. Contract Documents: Tim left the construction documents with MARS, and Brian Christianson of RKLD will sign them tomorrow. **MARS will Badgerland with authorization to proceed as soon as the contract documents are signed by RKLD.**
- b. Construction Plans: **Badgerland needs 3 copies of the plans, and 2 copies of the specification book from MARS.**
- c. Badgerland's intent is to start work the week of January 21 week in installing erosion control measures and tracking pad, prepare the haul route, and build the containment berm and the ramp. Badgerland hopes to continue in the week of January 28 on the fill section, and complete the dredging and dredge material placement the beginning the week of January 28. Can start immediately, once the DNR issues are wrapped up, and the permits are obtained for the haul roads from the Towns.
- d. About one week of prep work will be done, and about four more days the following week will be needed to complete the dredging operations. Backhoes and trucks will be the primary construction equipment used.
- e. Change Orders: Badgerland will notify MARS immediately if anything may necessitate a change order.

6. Subcontractors, Materials, and Equipment

- a. Subcontractors: Badgerland will not use subcontractors on this project.
- b. Material Suppliers: Hausz Brothers will be the supplier for stone, and Construction Fabrics and Materials will be the supplier for erosion control measures.
- c. Storage of Materials/Equipment: Badgerland said that use of the staging area will likely be limited to equipment storage.

7. Inspection/Testing/Specifications

Montgomery Associates – Danielle Lee will be the primary contact for MARS. Erosion control monitoring and documentation will be coordinated with Badgerland and MARS.

8. Erosion Control

- a. Stone Construction Entrance: will be placed as specified.
- b. Badgerland will keep MARS, DNR and Jefferson County informed about any changes to the erosion control plans described in the project drawings and specifications.

9. Traffic Control

- a. All truck traffic for this project will be required to use North Shore Rd. exclusively for travel between state highway 106 and the launch ramp
- b. Glendan at the Town of Sumner noted that no permit is needed for loads under 48,000 lbs on North Shore Road, a Class B road regulated under town ordinances.
- c. The Town of Koshkonong Town Clerk, Kim Cheney, is currently out with the flu. **Rob recommended that Badgerland contact the town Chair for completing the roadway permit.**
- d. Access to the lakebed will be from the launch ramp only, unless other arrangements are requested by Badgerland.
- e. Protection for Snowmobiles: Flashing traffic controls and barriers will be placed around the dredge site and the fill site

10. Use of Site

- a. The working hours for the project, based on agreement between RKLD and the Town of Sumner are 7 AM to 6 PM, seven days a week.
- b. Vehicle Parking: Badgerland must park all vehicles in the staging area.
- c. Job Trailer: due to the short duration, a job trailer will not be on site.
- d. Visitors/Safety: all visitors will check in with Kevin at Badgerland when they arrive on site to discuss any safety concerns of the day.

11. Outstanding Items (Items that need to be completed prior to start of construction)

- a. See notes throughout the minutes for specific **bolded action items**.
- b. Items need prior to construction:
 - i. MARS & DNR approval for silt curtain installation proposed by Badgerland, copy to the County
 - ii. MARS & DNR approval of sump pump drainage crossings for haul road on Lakebed proposed by Badgerland, copy to the County
 - iii. Contract signature by RKLD, issuance of notice to proceed
 - iv. Badgerland obtain road use permits from Town of Koshkonong and Town of Sumner

12. Other Comments

A long term management plan for the carp gate will be coordinated between MARS, DNR, Twin Island Gun Club and RKLD.

Please contact Danielle Lee with any comments or corrections ASAP.