



# Meeting Notes

Subject: South Avenue Scoping Meeting

Date: Wednesday, May 27, 2015

Location: Missoula County Commissioners Office

Attendees: (see attached sign-in sheet)

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## Introductions

- All attendees introduced themselves and identified their affiliations

## Purpose of Meeting

- Start the project off on the right foot.
- HDR will manage workgroup meetings similar to this format; fully open and transparent.
- Missoula County wants everyone to hear the plans from the beginning, project issues that may be encountered; goal of transparent process as we move forward; will discuss interest group meetings as we move forward.
- All future meetings will have a defined purpose; notes will be provided for every meeting.

## Schedule

- Schedule was provided in HDR's contract; assumed Notice to Proceed (NTP) date was May 4<sup>th</sup>, 2015. An informal NTP has been received from the County, and formal should be coming from the County within the next several days. At present, changes to the three scheduled public presentation meetings is not projected to change. HDR will review the schedules for subconsultants to make sure their work timelines can be fit the formal NTP date.
- Survey needs to start soon; the survey effort is a critical path item.
- Property Owner interface – Scheduled for early May through October – HDR still intends to meet this date.
- Three Informational Public Meetings:
  - Include first public kick off meeting – September 22, 2015; vision is to do initial work, finish the field work, and then meet and kick off project with a formal presentation to the public.
  - Two subsequent public meetings are scheduled. At present, HDR will try to meet the dates presented in the project schedule presented.

- HRA can respond quickly once they receive notice that permission is granted to access properties identified for evaluation.
- Invoicing/Progress Reporting
  - Shane Stack (Local MDT Contact) to ask Terry Voeller (MDT Primary Contact) whether the invoicing/progress reporting should meet MDT standards, if he need anything special, etc.
  - Dan Harmon will communicate invoicing/progress report expectations to subconsultants once HDR is presented with further information.
- Subcontracts
  - These have been distributed to TetraTech, DJ&A, and HRA.
  - Dan Harmon to follow-up on status of the subcontracts and will work to expedite their final execution.
  - QA/QC Plans need to be submitted to HDR for review; Dan Harmon to follow-up on what is needed.

### **Implementation/Actions**

- Suggested Ground Rules discussed
  - Goals: Keep process moving forward; everyone receives same project information; everyone allowed equal opportunity to participate in communications.
  - Dan Harmon welcomes comments on these ground rules; this is the draft set.
  - Formal Ground Rules to be established, attached to all agenda for future meetings.
- Technical Design Committee
  - The team proposes devising a Technical Design Committee (TDC) that will be comprised of FHWA, MDT, County, and potentially one member from both the Alliance and Coalition that will serve as a decision team. This would be voting panel to address and answer technical design questions as they arise. Depending on how the TDC is structured, decisions that cannot be resolved at the TDC level would be elevated to a second tier decision team that would be a smaller group of different individuals to provide a final decision. The County Commissioners may need to approve the make-up of the team.
- Field Work Access Notification
  - The project requires on-the-ground field work on private property. Affected property owners as identified on the property ownership map will be notified and Right-of-Entry Agreements will be sought to accomplish the work. The

County will follow MDT's standard notification process which allows for a 30-day comment period.

- Fred Stewart noted that the project team should expect a “No” answer from some land owners, and particularly ones located near the proposed bridge location.
- Different notification letters may be necessary to different land owners based on the proposed work and locations. The letter should state the nature of the work, level of intrusion, and timeframe to be expected.
- Mike Burnside noted that property owner #92 is recently deceased and will provide contact info for the owner's daughters.
- Mike Burnside suggested the notification letter or information packet include a glossary of terms. It was also suggested that clarification be provided for type of investigative work would occur on site and what the cross-sections on the property ownership map mean in terms of expected property access needs.
- The cultural field work needs to precede the geotechnical to preclude impacts to any unknown cultural sites. Once right-of-entry agreements are obtained, HRA can complete the field work and within a few days provide SHPO a clearance letter that should allow geotech to proceed. Parcels #31 and #32 will likely have geotech work proposed for them.

## **Surveying**

- LIDAR – Cost of LIDAR is \$4K more. The effort may be able to be completed quicker. It is expected it could be flown in about 4 hours. Glenn Howard from DJ&A indicated the will need to set control for the flight; DJ&A performs truthing (random checks) to verify the survey accuracy.
- Can it penetrate water? Can get 20 FT depth; that has not been proposed for this project. Could not be done in lieu of the river; current and riffle deflect LIDAR, don't get a good return; works well in lake beds, non-vegetated bottoms.
- LIDAR on land, supplement with bathimetric survey between river high water marks.
- Dan March from HDR has indicated floodplain mapping, can be completed with LIDAR, and he is comfortable with this approach.
- Floodplain mapping is not a key component for the environmental review
- HRA could use data for general report mapping.
- The helicopter used to fly the LIDAR flies 1200-1500 FT above, and shouldn't be too intrusive to the landowners in the area.

## Other Items

- Fred Stewart: When will the level of environmental documentation be determined?
  - Jon Schick: Cat-Ex has been scoped, based on direction from Missoula County and their conversations with MDT and FHWA. The Cat-Ex will be used to assess impacts and determine significance, and, if thresholds are exceeded, the next level of document (Environmental Assessment) would be necessary.
- Fred Stewart: Timeline?
  - Beyond 6 months.
- Fred Stewart: Maclay Bridge Alliance is interested in when the determination is made whether a Cat-Ex is appropriate or a higher level of documentation is necessary.
  - Jon Schick: Preliminary engineering needed to determine TS&L, project footprint, pier configurations, etc.; premature to determine the full impact and what avoidance/minimization can occur.
- Fred Stewart: Will residents be updated on expected cost of the project? Have seen cost estimates from Pre-NEPA study and from MDT.
  - Dan Harmon: Yes, this is standard procedure.
- Anne Rupkalvis: When research is completed, who makes the decision whether it's a CE or more?
  - Shane Stack: FHWA makes final concurrence; MDT also signs the document per MEPA compliance
- Anne Rupkalvis: What is our group called?
- Dan Harmon: "Project Team"

## Next Steps

- Complete and send notifications to property owners requesting access.
- Compile list of attendees and email the meeting minutes out to attending parties.
- Coordinate LIDAR survey.

## Next Meeting

- Depends on access to property, getting folks out there, not scheduling until that happens. Dan Harmon and Erik Dickson will coordinate. Information will be shared prior to September 22<sup>nd</sup>. Location has not been determined. Fred Stewart recommended something close to Target Range community – school is often available (with enough notice) and have a large facility. Big Sky High School was also used for pre-NEPA study.

**Missoula County South Avenue Bridge Project  
Project Meeting No. 1: Sign-In/Contact List  
May 27, 2015**

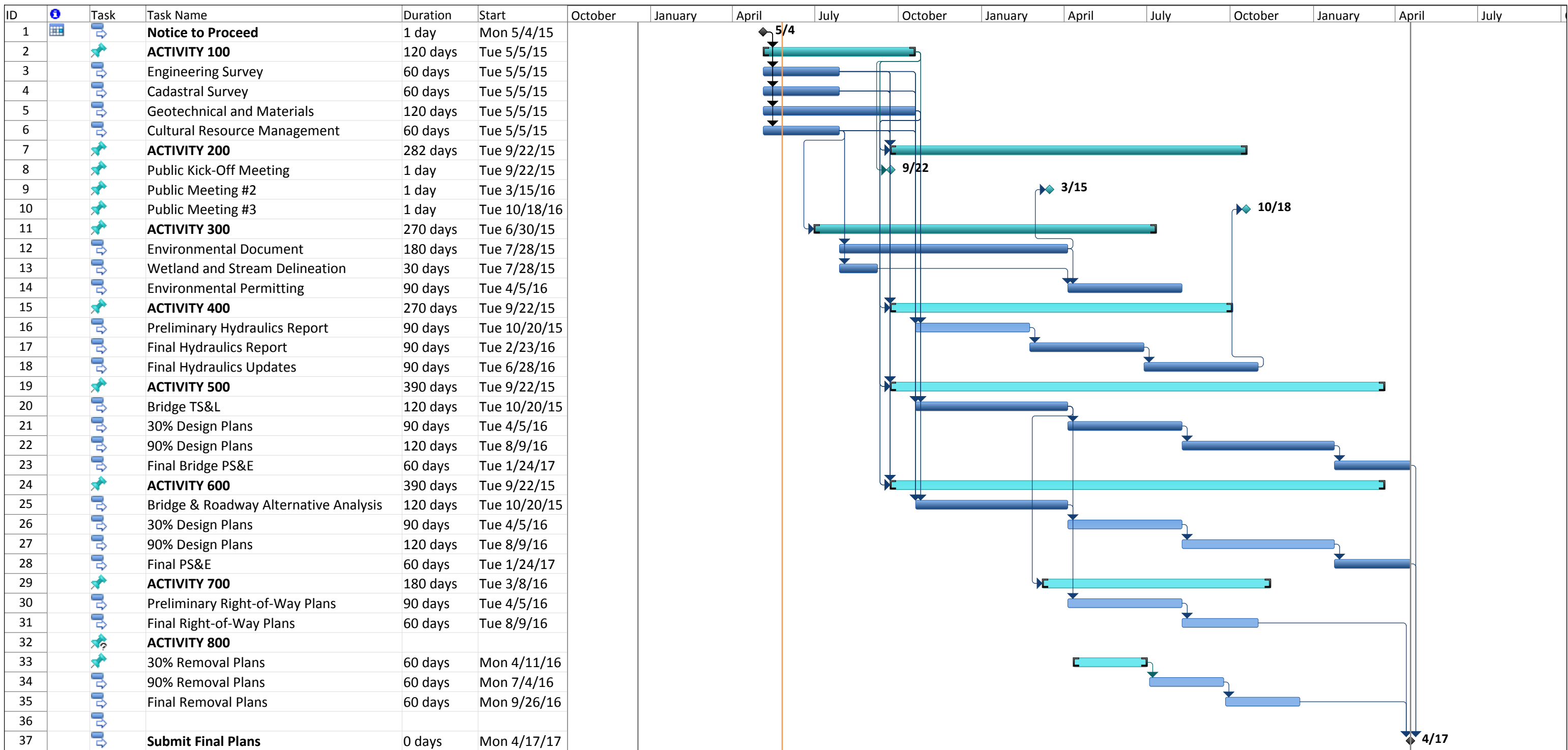
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Anne Rupkalvis	406.549.6689		N/A
Dennis Bragg, KPAX	406.214.6129		<a href="mailto:Dennis@kpax.com">Dennis@kpax.com</a>

## **South Avenue Bridge Project – Suggested Meeting Ground Rules**

- Turn off cell phones;
- Treat other members with respect, even in the face of disagreement;
- Stick to the agenda;
- Do not add new items to the agenda at the last minute;
- Distribute materials ahead of time so participants can come to the meeting informed;
- Condense information as much as possible so participants can get the information quickly;
- Protect the rights of all parties to be heard by ensuring there is opportunity for written comments following the meeting that will be shared with all interested parties;
- Assure everyone understands their stake in the issue;
- Confirm that any message or ideas being conveyed by attendees is clearly understood;
- Assure full and free (written) input of each item of business brought before the organization;
- Preserve a spirit of harmony within the group;
- Identify actions that need to be taken on matters raised; and
- Prepare an official written record of the meeting.

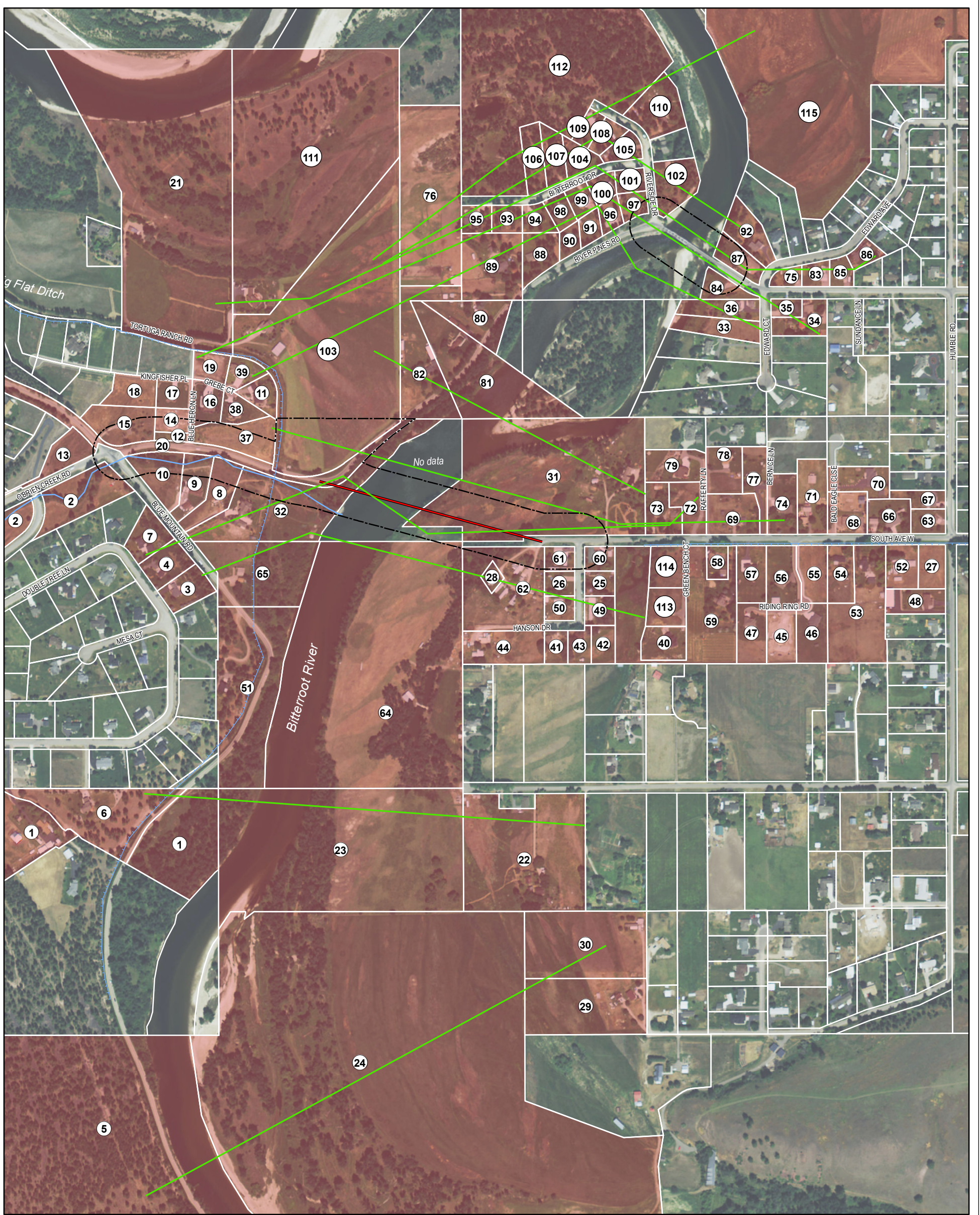
The proposed meeting agenda will include:

- Call the meeting to order
- Provide sign-in for attendance
- Approval of the minutes of the previous meeting
- Approval of the schedule and scope/agenda
- Implementation/Actions:
  - Old business
  - New business
- Other items
- Meeting Schedule
- Public input – written comment procedures provided
- Adjournment



Project: South\_Ave\_Schedule  
Date: Tue 5/26/15

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			



MAP ID	OWNER	MAP ID	OWNER	MAP ID	OWNER	MAP ID	OWNER
1	BOHNSACK A DEAN	31	MARTIN LAWRENCE K	61	PETERSON THOMAS	91	ST PETER DON C
2	OBRIEN CREEK MEADOWS NO 1	32	MITCHELL MICHAEL	62	PETERSON THOMAS A	92	KIRKPATRICK JUANITA F (FULTZ)
3	CHENOWETH W HUGH	33	SEIDL JOHN M	63	COOLEY EARLE E IRENE G	93	BOYD SAMUEL P
4	HOPWOOD MARK E	34	BANGS COLLIN K	64	BECK CARTER E	94	LINNELL LISA V
5	UNITED STATES OF AMERICA	35	JENSEN JOSEPH M	65	ANDERSON BONNIE	95	BOYD SAMUEL P
6	JOHNSON CHARLES H & HEIDI R	36	KRAFT CAROL M	66	FLEHARTY ALVIN J & CAROLA	96	RASMUSSEN JOHN ARTHUR
7	SMITH RAYMOND JOSHUA	37	MOSTAD CONSTRUCTION	67	HINIKER CHARLES R & JOELY K	97	PRATT RITA
8	BARRETT BRUCE B	38	KIRCHER ROBERT E	68	MILLET SAMUEL KINGSBURY	98	BEHREND LEE H
9	TUDAHL DEBRA S & DANIELL	39	COGHLAN WENDY B	69	STUCKEY TOM L	99	ST PETER DON C
10	BARRETT BRUCE B	40	RIGGERS BRIAN	70	WEISUL JONATHAN	100	CHRISTENSEN JOHN ROY
11	MARKOVICH GREGORY	41	LEMEZA MIKHAIL M	71	PETERS JOHN & REBECCA L	101	CHRISTENSEN JOHN ROY & ELAINE
12	MOSTAD CONSTRUCTION	42	GOTTLAND CARL	72	MAXWELL LAWRENCE J	102	DANIELS ORVILLE L
13	AMENT JEFF	43	GOTTLAND CARL	73	MAXWELL LAWRENCE J	103	BARRETT BRUCE B
14	SAURO ANTHONY J	44	PETERSON THOMAS & LOIS	74	HOUCK MICHAEL R & SHEILA M	104	ST PETER JONATHAN J & JOSEPH R
15	MACLAY WALTER B	45	STAUFFER JAMES M	75	COON STEVEN W	105	DENIGER RICK LYLE & KELLYANN
16	WHEELER, BRUCE N	46	PARTRIDGE MARK	76	KENNEDY MICHAELA	106	CHRISTENSEN PHILLIP A
17	MANNIELLO REID	47	ERIKSSON MERVIN O	77	BOYCE PORTUS D JR	107	EAST COUNTY PROPERTIES LLC
18	OMLID MINDY	48	BRETZ DAVID L & STACY L	78	STERBIS MICHAEL D & SHARON R	108	BILLINGTON CYNTHIA L
19	MOSTAD CONSTRUCTION	49	SOULE JENAIWA W	79	HELMS JASON E	109	GRISWOLD CYNTHIA L
20	MACLAY WILLIAM R SR & M JOSEPHINE	50	LOGAN DAVID C	80	LAISY SHIRLEY A	110	DAVENPORT AILEEN
21	HICKINGBOTHAM HOWARD J & SANDRA B	51	ORENDAIN HELEN H	81	MCCAULEY GERALD B TRUSTEE	111	HOLCOMB KAREN A
22	AUSTIN DENNIS	52	FAH KENNETH D	82	GLEASON ALLAN T	112	KENNEDY MICHAELA
23	BECK CARTER E	53	STETLER TED J & MARTHA C	83	BATT JOHN C	113	GREEN BENCH GARDEN LLC
24	GOLDBERG STUART	54	HARRIS LORNA JOAN GUENTHER	84	NORTHWESTERN ENERGY	114	GREEN BENCH GARDEN LLC
25	ZINVEST LLC	55	MAY EMMETT L	85	GALE BRITNEY	115	RICHARDSON KENNETH W JR TRUSTEE
26	CHRISTENSEN JASON J	56	GOGAS MARILYN M	86	SIMMONS NATALIE J		
27	BRETZ DAVID L	57	MADDEN KEN F	87	AKERS JAMES W		
28	PETERSON THOMAS A	58	JACOBS JOHN T	88	BARTELS ADAM		
29	LANSER JAQUELINE E	59	STEWART FRED J & GERI R	89	KENNEDY MICHAELA		
30	RIGGERS BRIAN	60	BRUUN NEIL V	90	HAUSER LEO		

**BITTERROOT RIVER - W OF MISSOULA**  
 Project No.: BR 9032(65)  
 Control No.: 6296

**PROJECT AREA OWNERSHIP**

- River Cross Sections
- Conceptual Bridge Alignment
- Preliminary Field Survey Limits (for wetland and cultural)

Source Information: Montana Cadastral Framework, downloaded April 28, 2015

