

Meeting Minutes



To: Attendees

Subject: 200619 – North Adams Wastewater Treatment Plant

Date: August 4, 2026 @ 10:00 AM

The minutes from the Pre-bid Conference scheduled for August 4, 2026 @ 10:00 AM at the Village of Winchester Town Hall, 24 W. Washington St., Winchester, OH 45697 is as follows:

- Sign-In Sheet & Introductions
- Introduction of the Project
 - The project includes the construction of the site for the new plant, construction of a new screen building, process tanks and digester tanks for the activated sludge process and digestion equipment, and an ultra-violet (UV) disinfection system.
 - The project is being bid by the Village of Winchester. The contract will be with the Village of Winchester. The plant will serve the area as a regional plant, which is why the title of the project indicates North Adams Wastewater Treatment Plant.
- Funding:
 - Ohio EPA WPCLF Funded Project. A portion received principal forgiveness.
 - CPF/EPA Community Grant Funded Project (\$1,250,000)
- Schedule
 - Bid Date (to be Revised by Addendum #1) - 2:00 p.m. on *Tuesday, September 15, 2026*
 - Loan Approval – October 29, 2026
 - Contract and NTP – November 2026
- Review of Bid Form and Allowances
 - Bid items and allowances available on the plan room. Allowances are described in Specification Section 012100.
- Project Specific Items:
 - Build America, Buy America Act (BABA) requirements for the Congressional Community Project Funding (CPF) funding through US EPA STAG.
 - AIS Requirements
 - Need to keep access to the salt bunker bins in the winter.
 - Main lagoon will be pumped to the upper lagoon to empty.
 - Temporary Construction Road may be necessary.
- Question and Answers – Note all answers to question are only made final when documented by addendum.
 - The geotechnical report and plans indicate future expansion, but it is unclear how much is sludge and how much soil needs removed? Can Verdantas provide a quantity or guidance for pricing?
 - Plan is to take down to native soil or “good” bearing soil.
 - 15’ depth in lagoon #1. Sludge 2-3 feet off bottom then concrete. Will request the Village check at the catwalk for actual depth.

200619 – North Adams Wastewater Treatment Plant
Pre-Bid Meeting Agenda
August 4, 2026
Page 2

- Rock is anticipated – hard to quantify for screen building.
 - For process tanks, will remove soils down to solid rock which was determined to be approximately 2-feet below the mat. Once down to bedrock, will build up with a structural fill. Verdantas will review the screen for foundation depth.
- If someone wants to revisit, who do they contact?
 - Contact Jerry Kirker with Verdantas who will coordinate with the Village..
- Does Contractor need to haul excess cut materials off site?
 - Village has a location for excess cut materials.
- Site Visit

MEETING SIGN-IN: 200619 – North Adams Wastewater Treatment Plant

DATE: August 4, 2026 @ 10:00 AM



NAME	COMPANY (REPRESENTING)	ADDRESS	CITY	ZIP	PHONE#	EMAIL ADDRESS
Kent Bryan, PE Project Manager	Verdantas	4420 Cooper Rd, Suite 200	Cincinnati	45242	419-733-4115	kbryan@verdantas.com
Nicole Diak, PE Senior Engineer	Verdantas (Via Teleconference)	4420 Cooper Rd, Suite 200	Cincinnati	45242	937-707-8863	ndiak@verdantas.com
Adam Wuertz	Tnemac Coatings	2335 Bluehart DR Cincy 45231	Cincy	45231	907-854-3658	Awuertz@redoxcoatings.com
Joe Musgrave	Kirk Bros	Grooving	Ohio		419-306-4929	S. Musgrave @ Kirk Bros
Mike Smith	Village of Win	Winchester	Ohio	45679	(937) 752-6063	Steve.7@slcglobal.net
Terry Kirker	VERDANTAS				937-217-1284	J. Kirker @ Verdantas.com
Greg Dennis	Adena	1310 W 4th St	Mansfield	44906	740-504-2792	g.dennis@adencorporation.com
Rick Hardin	Winchester, Va	480 Graces Rd Winchest 45610	Win.	45679	937-779-1519	rickhardinwws@gmail.com
Nicholas Szymczak	Kirk Bros. Co., Inc. (Via Teleconference)				419-595-4004	n.szymczak@kirkbros.com
Carter Bishop	Adena Construction (Via Teleconference)					cbishop@adena-construction.com
Jarret Schaffer	Mark Schaffer Excavating (Via Teleconference)					Jarret@markschaffer-excavating.com
Erin Lee	Morgan Contracting (Via Teleconference)					estimating@morgan1.com