
PROGRESS MEETING MINUTES



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Lic. No. F-0812

PROJECT: **TOWN OF JAMESVILLE – WWTP IMPROVEMENTS**

DATE: **OCTOBER 15, 2025**

TIME: **9:00 AM**

LOCATION: **TOWN OF JAMESVILLE-TOWN HALL
126 East Main Street, Jamesville, NC 27830**

FUNDING AGENCY: **NCDEQ-DWI SRP-W-ARP-0234 (must appear on all correspondence)**

ENGINEER **MUNICIPAL ENGINEERING, INC.
Michael McAllister, M-ASCE, Sr. Principal Project Manager**

CONTRACTOR: **PETERS AND WHITE CONSTRUCTION**

TOPICS:

1. Attendees:

| | |
|------------------------------------|---|
| Rachel Craddock | Jamesville, Commissioner |
| Willis E. Williams | Jamesville, Commissioner |
| Mary Allen | Jamesville, Commissioner |
| Kim Cockrell | Jamesville, Commissioner/Town Clerk/Finance Officer |
| Kim Cole | NCDEQ-DWI |
| Scott Vinson | NCDEQ-DWR |
| Betty Margret Williams | Jamesville, Mayoral Candidate |
| Delsie Williams, | Jamesville, Resident |
| Darren Quidley (<i>via Zoom</i>) | Peters and White Construction (Contractor) |
| Joseph Surles | Enviro-Tech Unlimited Construction Services, LLC (Contractor) |
| Michael McAllister | Municipal Engineering Inc. (Engineer) |

The meeting was called to order at 9:00 AM by Michael McAllister, the Engineer. The following items were discussed:

2. Project Schedule: It was noted during the meeting that the Contractor is not scheduled to commence work until November 3, 2025, with Substantial Completion scheduled for November 3, 2026. Mr. Quidley noted that construction would most likely begin with the yard piping and concrete pad for the new UV system.
3. Change Order Status: No Change Orders have been issued to date.

4. Shop Drawing Status: The Shop Drawings received by the Engineer have been reviewed and returned to the Contractor. The Engineer mentioned one question from the UV equipment vendor that was answered.
5. RFI Status: Only one RFI has been received regarding the vaults, and this has been answered, and documents have been provided to the Contractor and Vendor.
6. Major Equipment Delivery Status: No Equipment has been delivered.
7. Pay Request Status: The Engineer advised the Contractor that they were eligible to submit the costs of bonds and insurance as part of the mobilization cost if they wished.
8. Contractor Concerns/Questions: None noted
9. NCDEQ-DWI Concerns/Questions: Kim Cole with NCDEQ-DWI introduced Scott Vinson with NCDEQ-DWR (Division of Water Resources), who would be assisting her with the site visits/inspections.
10. Owner Concerns/Questions: None Noted.
11. Engineer Concerns/Questions: None Noted.
12. Misc. Questions: None Noted
13. Next progress meeting: November 19, 2025, 9:00 AM
14. Adjournment: With no further business, the meeting was adjourned at 9:30 AM.

Respectfully submitted this **22nd** day of **October 2025**.

Michael L. McAllister, M-ASCE
Sr. Principal Project Manager
Municipal Engineering, Inc.



SIGN-UP SHEET – PRE-CONSTRUCTION CONFERENCE

MESCO Project No.: **G-22061**

Project Name: **Town of Jamesville – Wastewater Treatment Plant Improvements**

NCDEQ-DWI No. **SRP-W-ARP-0234**

Location: Jamesville Town Hall, 126 East Main Street, Jamesville, NC 27830

Date: **August 13, 2025 – 9:00 AM**

Lic. No. F-0812

NAME

COMPANY

PHONE

email

Michael McAllister

Municipal Engineering Inc.

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