

# MAG Outside Right-of-Way Materials Working Group Meeting

Meeting Minutes  
March 28, 2011

## **Opening:**

The first meeting of the Materials Working Group was called to order at 9:00 AM on March 22, 2011 at Speedie & Associates, Inc. by Brian Gallimore (Chairman).

## **Present:**

B. Gallimore, J. Benedict, D. Laquey, S. Thompson, P. Feliz, D. Selby, M. Smith, D. Cornelison

### **A. Approval of Agenda**

The agenda was unanimously approved as distributed.

### **B. Approval of Minutes**

Since this was the first formal meeting of the working group, there were no minutes of previous meetings.

### **C. Open Issues & Discussion**

The purpose of the working group was discussed. This includes the reviewing and/or re-writing of assigned materials-related MAG Specification sections to ensure they are appropriate and applicable to work performed outside agency right-of-way. In addition, these sections will be reviewed for accuracy, completeness, and applicability for the current MAG Specifications.

Discussion occurred as to the best way to expedite review of assigned MAG sections. The group decided to assign specific MAG sections to individuals or small groups depending on complexity and effort required.

### **D. Decisions & Action Items**

The specific MAG sections were assigned as follows:

Action items	Person responsible	Deadline
✓ MAG 301	M. Smith/D. Selby	04/06/11
✓ MAG 309/311	M. Smith/D. Selby/B. Gallimore	04/06/11
✓ MAG 310/312/701/702/705	D. Laquey/D. Rath?/M. Wittman?/J. Jerman?	04/06/11
✓ MAG 601	B. Gallimore *	04/06/11

✓ MAG 605	B. Gallimore *	04/06/11
✓ MAG 621	B. Gallimore *	04/06/11
✓ MAG 270	B. Gallimore *	04/06/11

- Note 1: Individuals identified with question mark (?) are to be contacted by responsible individual and asked to participate.
- Note 2: Individuals identified with asterisk (\*) are to identify additional responsible individuals and asked them to participate.

The indicated individuals are to transmit at least a cursory outline of proposed changes or areas of concern to the Chairman by April 6, 2011 as shown in the table above. The Chairman or his designee will transmit the information to members of the working group. Working group members were asked to review the information and be prepared to discuss it at the next meeting.

#### **E. New Business**

No additional business was presented.

#### **F. Agenda for Next Meeting**

The items discussed and specific assignments from this working group meeting will be presented to the main MAG Standard Specifications & Details Committee at its next meeting on April 6, 2011. A request for participation from interested member agencies will also be made by Jeff Benedict. At the next working group meeting, work will begin on detailed review of the assigned specification sections.

#### **Adjournment:**

Meeting was adjourned at 10:30 AM by Donald Cornelison. The next working group meeting will be at 9:00 AM on April 13, 2011 at Speedie & Associates, Inc. located at 3331 E. Wood Street, Phoenix, AZ.

Minutes submitted by:

Donald L. Cornelison, P.E.