



Standards Oversight Council (SOC)

Developing effective technical standards that protect Wisconsin's natural resources

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1072 Horizontal Directional Drilling Standard Team

MEETING NOTES

Thursday, August 13, 2020 ▲ 9:30am – 12:00pm ▲
Virtual Meeting (online)

9:30 Welcome & Check-In (Kate, Team)

Goal: Welcome and review meeting objective.

Attendance: Kate Brunner;

Team: Kim Gonzalez; John Edwardsen, Mike Hackel; Susan Knabe, Elliott Mergen, Lance Newman; Ann Nye; Geri Rademacher; Brad Eifert, Dana Halverson, Abby Williamson

Absences: Matt Fehler

Guests: None

Goal for this meeting: Complete team descriptions of the practices and pivot back to strategy for understanding WHEN a practice applies.

Notes Review (Kate, Team)

Goal: Review and approve 7/16/2020 draft meeting notes.

The draft notes from the 7/16 meeting were emailed around to the team for review. Opportunity provided for questions or comments; hearing none, the notes are assumed final. **Kate** will post on team website in the next week.

Revised Practice Descriptions

Goal: Review key changes to the 9 practice descriptions adjusted between meetings.

At our last meeting, the team identified which descriptions were substantially complete. There were 9 identified as still needing work, and that work was done between meetings with the team members self-identifying their areas of expertise.

The full team starts reviewing the edits and remaining questions for the 9 practices that were edited need work. The descriptions are reviewed and edited on-screen together as a group.

The team completes review and comment of 5 of the 9 practices. The **full team** will review the practice descriptions, focusing on the remaining 4 practice descriptions as homework before the next meeting. **Kate and Kim** will work out a process for review and remote group collaboration. **Kate** will email the team instructions and the working file from this meeting for further edits.

What are the Practice Triggers? (Team)

Goal: Revisit discussion on what would prompt the need for these practices and how to simplify and communicate these determinations.

Some of the earlier team discussion of practice descriptions touches on when certain practices are appropriate, though they are flagged (red text notation use) as the dividing lines (e.g. what is a “bigger” project) will be discussed later.

Due to time constraints, the discussion on this agenda item is limited. This topic will be discussed more completely at a subsequent team meeting.

Plan of Action (Kate, Kim)

Goal: Review action items and agenda items for next meeting (Sept. 23, 2020).

Action Items:

1. **Kate:** prepare system for sign-up so team members can self-identify which practices they’ll refine. **Kim and Kate:** define the assignments to work on the short list of practices that need work. **Team** to complete review.
2. **Kate:** finalize 7/16 notes and post online
3. **Kate:** prepare 8/13 draft meeting notes, **Kim** reviews, then full **Team** reviews
4. **Kim and Kate:** prepare agenda for 9/23

Parking lot for later discussion (including those from previous meetings):

1. Define the risk categories and establish practices appropriate to each. Continue discussion on developing a communication tool (decision tree, matrix, flow chart, scorecard, etc.) for determining which practices apply for a specific project.
2. What resources to use and where to find them (like DNR’s SWDV and NRCS soil survey)?
3. Itemize what should be in a Frac Out Plan and a Spill Plan. Clarify if communication plan should be stand-alone or part of the Frac Out Plan.
[DISCUSSION UNDERWAY]
Use flexible language to allow for either lots of little plans (spill, frac out, staging, execution, contingency, etc.) or large “megaplan.” Submittal style at user discretion.

4. Clarify requirements for projects that have multiple stream crossings or different quality resources.
5. Revisit use of bore length as a risk criteria – try to better manage temptation to create projects that avoid requirements by working just under length thresholds.
6. Pipe diameter vs bore diameter – pipe diameter is used in permits, do we need to define bore diameter relative to pipe, or how bundles will work?
7. Pilot hole. 12.75” diameter pilot is often used, then reaming tools used to increase diameter; pilot and reaming tends to be when frac out occurs. Utility companies typically wouldn’t subscribe means and methods used for HDD, though this could be a consideration.
8. Maintain monitoring throughout the project (e.g., not just the first reaming pass or other limiting factor)
9. Wetland delineation and identification as one practice or two? Identification and delineation are different activities—this should be clarified. [UNDERWAY]

11:45 End