



Weekly Progress Meeting Agenda

Project I.D.: SP 202-101-014, 202-104-012,	Date: 5/31/2023
Highway Description: Ugstad Rd & Arrowhead Rd Improvements	
Project Location: Hermantown, MN – St. Louis County	
Project Contractor: Ulland Brothers, Inc.	
Project Engineer: MSA Professional Services, Inc.	

Attendees:

- Ryan Swanson – Ulland Brothers, Inc. – In Person
- Joel Moschler – Ulland Brothers, Inc. – In Person
- Phill Lockett – MSA Professional Services
- Martin Paulsen – Century Link/Lumen - Virtual
- Aaron Nelson – Minnesota Power - Virtual
- James Watters – MSA Professional Services, Inc. – Virtual
- Dan – JMF – In Person
- Joe Wicklund – City of Hermantown – In Person
- 4 citizens – In Person
- David Bolf – City of Hermantown – In Person

Meeting minutes in red

1. Contractor's Schedule

- a. Contract time – **Completion Date October 20, 2023**
- b. Work in progress Current Week
 - i. Prime Contractor – **Plan through the end of the week is to keep removing curb and gutter and sidewalk.**
 - ii. Subcontractors – **JMF on site late this week.**
- c. Work in progress Next Week
 - i. Prime Contractor –
 1. **Removals and aggregate base class 5**
 - ii. Subcontractors –
 1. **JMF on site to pour curb and gutter**
- d. Controlling items of work – **Waiting on subgrade proctor and density results from Braun (materials testing firm)**
- e. Delays
 - i. Controlling item – **Waiting on subgrade proctor and density results from Braun**
 - ii. Non-controlling items - **NA**

2. Utilities

- a. Consolidated Communications – **Not present**
- b. MnDOT

- i. Paul Ackerley wanted to clarify that the signal up at USH 53 would be turned to flashing red if needed. It was incorrectly noted as “flashing yellow” in the precon meeting minutes.
- c. Minnesota Energies – Not Present
- d. Paul Bunyan Communications – Not Present
- e. Mediacom – Not Present
- f. Minnesota Power – Present no update
- g. Centurylink/Lumen
 - i. Martin Paulsen is project contact
 - ii. Relocation crews will be on site June 5th and should be done by June 16th

3. Maintenance of Traffic

- a. Issues – None Reported
- b. Modification to traffic control – None Reported
- c. Maintenance of traffic control
 - i. Device condition – No issues
 - ii. Traffic Control Inspection Logs – Ulland to send over daily Traffic Control Logs. Send to Phil L. with MSA and copy James W.

4. Materials

- a. Certification / test report submittals
- b. QC Testing – None at this time
- c. QA Testing –
 - i. Concrete testing early next week
 - ii. JMF will call Braun to schedule concrete and plant monitoring testing
 - iii. The topic of making the method of compaction for sidewalk construction on parts of the project Quality Compaction rather than Specified Density was brought up. This would allow for construction activities to continue as the sidewalk subgrade looked to be sound/stable material. James W. and David B. to discuss on making this change going forward.
- d. Non-conforming materials – None Reported
- e. Up-coming testing and materials submittals –
 - i. Updated on pipe installation – Intersection of Truman and Ugstad next week with Roosevelt and Ugstad to follow
 - ii. Update on Concrete pours – concrete curb and gutter starting next week 6/5/23

5. Environmental

- a. Erosion Control –
 - i. In place on Ugstad Road
 - ii. Sediment control log has been substituted for machine sliced silt fence
- b. Weekly erosion control inspections
 - i. Best way to get weekly inspection reports?
 - 1. Joel Moschler with Ulland to send to Phil with MSA weekly
 - 2. No rain events greater than 0.5” recorded so far during construction

6. Contract Change Orders (Contract Modifications)

- a. New issues / concerns – None at this time

7. Progress Estimates

- i. MSA to work with Ulland on items to be paid in first pay application
- ii. Need payments done by June 9 to get to City in time for council packets and approval at June 19, 2023 council meeting

8. Safety

- a. Work zone safety – be aware of local residents who still choose to walk and jog through construction sites. Many have headphones on and are not able to hear construction traffic or directions. Please be extra careful with construction equipment and to review this at weekly safety meetings.
- b. Accidents / Emergency incidents – No accidents to report. There was a mention of cars driving by at 40mph + speeds in construction zones. Also seems like there is still considerable through traffic occurring in work zone. Site will be monitored over the next couple of weeks to see if local law enforcement needs to be engaged to help with the issue.

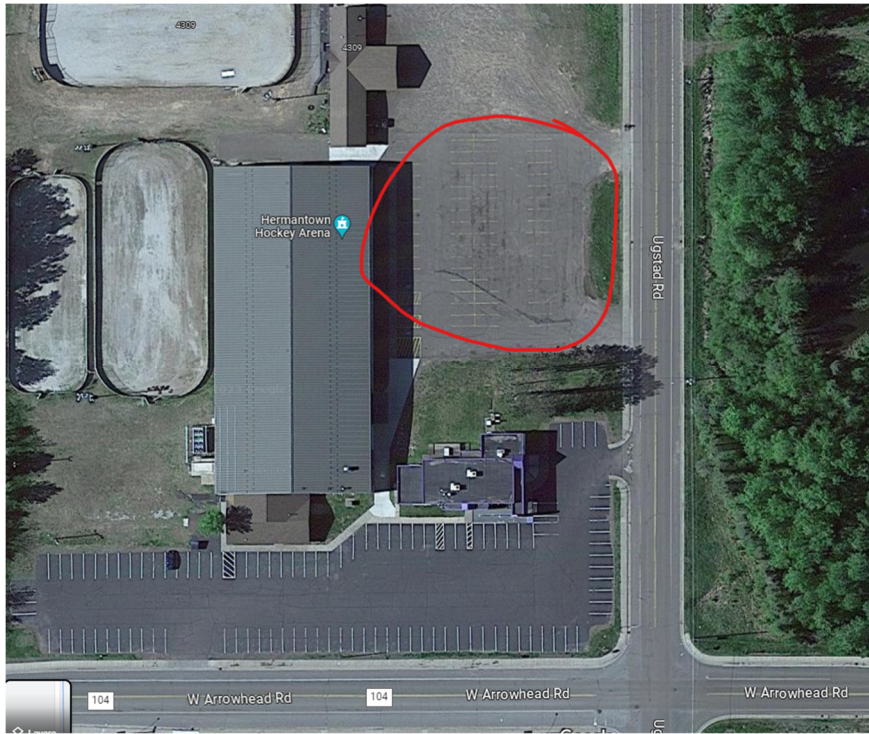
9. Public Relations

- a. Property Owners
 - i. Resident near STA 489+00 on Ugstad Rd wanted to discuss a widened driveway.
 1. Driveways can be 22' max width
 - ii. There are multiple upcoming graduation parties in the Jackson Estate neighborhood of west of Ugstad Rd via Truman Drive and Roosevelt Drive. Intersections at these locations should be open by end of work day on Friday.
- b. Businesses
- c. Local officials

10. New Issues / Concerns; Other Items

- a. None at this time

11. Next Meeting - Wednesday, June 7, 2023 – at 9:00 am (onsite at Hermantown Hockey Arena parking lot shown below)



Meeting minutes will be distributed to the prime contractor and other attendees, as requested.