



# Weekly Construction Meeting Summary

Project I.D.: SP 202-101-014, 202-104-012,	Date: 8/9/2023
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. (Prime) – In Person
- Curt – Ulland Brothers, Inc. (Prime) – In Person
- Kevin – Ulland Brothers, Inc. – In Person
- Phil Lockett – MSA Professional Services, Inc. – In Person
- Sophia Abrams – MSA Professional Services, Inc. – In Person
- James Watters – MSA Professional Services, Inc. – Virtual
- Paul Senst – City of Hermantown – In Person
- David Bolf – City of Hermantown – In Person
- Joe Wicklund - City of Hermantown – In Person
- Trish Crego – City of Hermantown – In Person
- Marissa Wacker – MSA Professional Services, Inc. – Virtual
- Dan Buck – JMF – In Person
- Paul Ackerley – MnDOT – Virtual
- Ross Hendrickson, MnDOT – Virtual

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 – Ulland Brothers

1. Subcut on Ugstad Rd north of Arrowhead Rd completed this week.
2. Prepping for sidewalk and curb pours next week
3. Culvert extension for 30” culvert discovered last week up near USH 53 on Ugstad Rd extended this week
4. Begin removals on Arrowhead Rd this week.

a. MSA to mark removals this week.

ii. Subcontractors – Northwoods Sodding, JMF

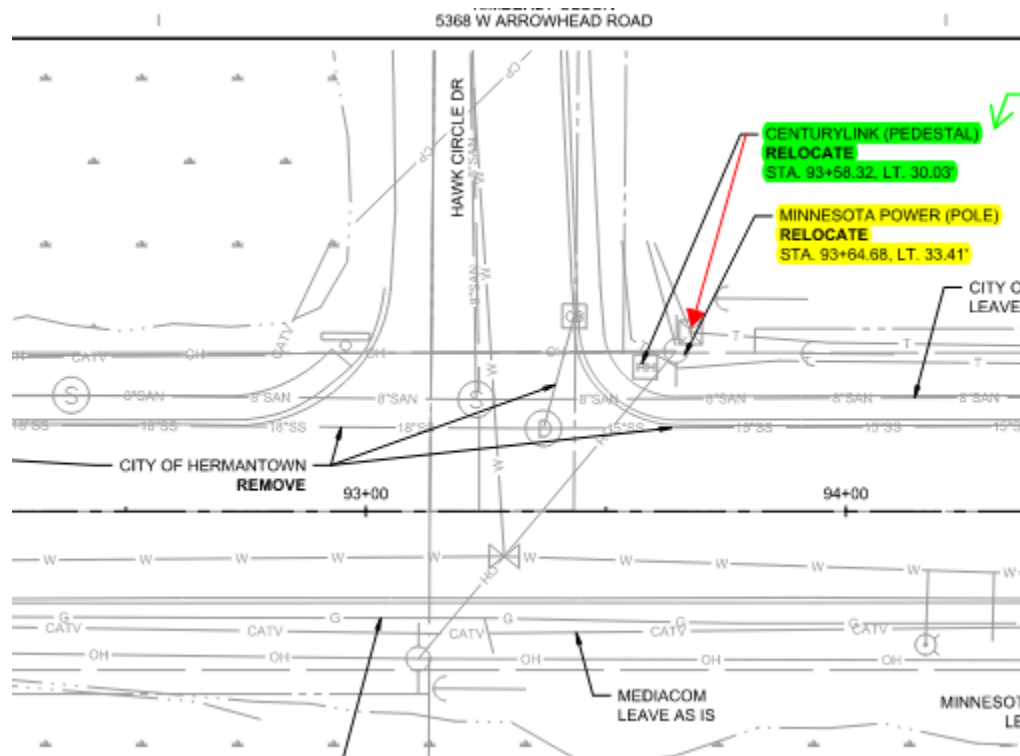
1. Northwoods Sodding has been out watering sod.
2. JMF setting strings Friday or Saturday.
  - a. JMF will contact Braun for testing needs this week.
  - b. MSA to post door hangers today by Friday to remind residents that they will start to lose driveway access beginning Monday due to concrete pours.

c. Work in progress Next Week

- i. Prime Contractor – Ulland Brothers
  - 1. Stage 3 detour will be in place by Monday August 14<sup>th</sup>.
  - 2. Milling on Arrowhead Rd to be completed Monday August 14<sup>th</sup>.
  - 3. Begin water and sanitary service installation Wednesday next week. Storm sewer installation to follow.
- ii. Subcontractors – Northwoods Sodding, JMF
  - 1. JMF to pour curb Monday & Tuesday, driveway aprons on Wednesday.
  - 2. Northwoods Sodding for continued sod maintenance.
- d. Staking Needs
  - i. MSA to complete all staking Ugstad Rd north of Arrowhead Rd by end of day.
- e. Controlling items of work –
  - i. Finishing storm sewer crossings, subdrain, and subcut area on Ugstad Rd before starting work on Arrowhead Rd.

**2. Utilities**

- a. Consolidated Communications – No update. Not present.
- b. MnDOT – Present, but no updates.
  - i. Paul inquired about any upcoming work that will affect signal operation next week. Ulland mentioned nothing planned for next week.
- c. Minnesota Energies – No update. Not present.
- d. Paul Bunyan Communications – Not present.
- e. Mediacom – No update. Not present.
- f. Minnesota Power – No update. Not present.
  - i. Not present. MSA to follow up with Aaron Nelson regarding pole in conflict at NE corner of Hawk Circle Drive and Arrowhead Rd.



- ii.
- g. Centurylink/Lumen – No update. Not present.

**3. Traffic Control**

- a. Issues – No issues, but City would like everyone to be aware that additional traffic will occur starting August 14<sup>th</sup> due to sport activities beginning at the school.
- b. Modification to traffic control
  - i. If necessary, drums or cones will be placed at Ugstad Rd and USH 53 intersection when JMF is working on sidewalk in this area.
  - ii. Type III barricades on north end of project have been moved out of travel lanes. No issues with traffic have been witnessed since making this modification.
- c. Maintenance of traffic control
  - i. Device condition – No issues
  - ii. Traffic Control Inspection Logs – MSA reached out to Warning Lites last week for Traffic Logs, but still have not received any logs for the project.

#### 4. Materials

- a. Certification / test report submittals
- b. QC Testing –
  - i. Ulland provided new aggregate certification for Select Granular Embankment Mod 7% source from Beck’s Quarry. This material was used to finish out subcut on Ugstad Rd north of Arrowhead Rd.
- c. QA Testing –
  - i. David reminded group that sidewalk construction on Ugstad Rd from Arrowhead Rd, north, to USH 53 will required density tests every 500 LF done on subgrade and aggregate base class 5.
- d. Non-conforming materials
  - 1. None.

#### 5. Environmental

- a. Erosion Control –
- b. Weekly erosion control inspections
  - i. Best way to get weekly inspection reports?
    - 1. Ulland is sending SWPPP reports upon request by MSA.

#### 6. Progress Estimates

- i. David noted that the pay estimate sent last week is a week early. Will not go to council until August 21<sup>st</sup>. James confirmed it will go to council as is.
- ii. Potential change orders (listed below) will be put before council on the 21<sup>st</sup>.

#### 7. Safety

- a. Work zone safety
  - i. None reported
- b. Accidents / Emergency incidents
  - i. None reported

#### 8. Public Relations

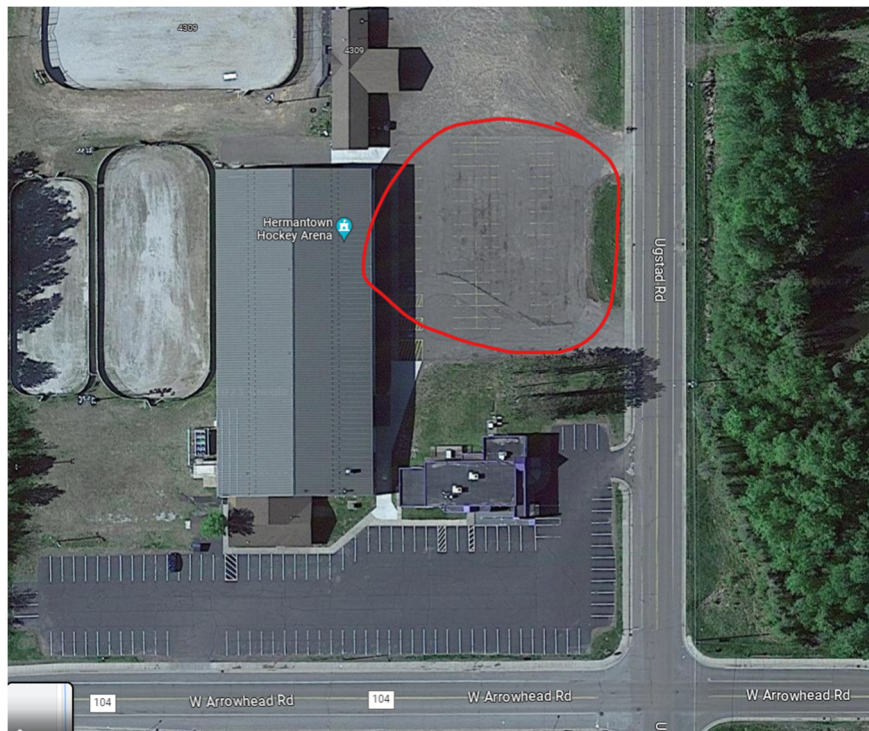
- a. Property Owners – on Ugstad Rd, north of Arrowhead Rd, to USH 53.
  - i. MSA to post door hangers today by Friday to remind residents that they will start to lose driveway access beginning Monday due to concrete pours.
  - ii.
- b. Businesses – Essentia Wellness Center
  - i. Entrance off Arrowhead Rd will be closed starting Wednesday August 16

- ii. Entrances of Ugstad Rd will be reopened this week. Public should use these entrances to access Wellness Center.
- c. Local officials – None at this time

**9. New Issues / Concerns; Other Items**

- a. David meeting with resident at SW corner of Ugstad Rd/USH 53 intersection regarding possibility of hooking up their property at 5318 Rose Rd to the public sewer line. Ulland to wait on construction in this area until decision is made. David confirmed no impacts to the signals would occur.
- b. Water and sanitary sewer services and driveway apron at future admin building will be installed per change order #3. David to send sketch to school board for confirmation, then to MSA & Ulland.
- c. David to send sketch for proposed water service at new hockey arena to School board for confirmation, then to Ulland for pricing.
  - i. Location of proposed crosswalk with RRFB's will be included in this sketch.
- d. Ulland to submit written request for contract time extension due to extra work performed to date and planned water and sanitary sewer service work.

**10. Next Meeting - Wednesday, August 16, 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.***