



Weekly Construction Meeting Summary

Project I.D.: SP 202-101-014, 202-104-012,	Date: 8/16/2023
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. (Prime) – In Person
- Phil Lockett – MSA Professional Services, Inc. – In Person
- James Watters – MSA Professional Services, Inc. – Virtual
- Marissa Wacker – 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
- Dan Buck – JMF – In Person
- Ross Hendrickson, MnDOT – In Person

Meeting minutes in red

1. Contractor's Schedule

- a. Contract time – **Completion Date October 20, 2023**
 - i. David reiterated that both Ugstad Rd and Arrowhead Rd at Hawk Circle intersections need to at minimum have gravel surface and be passable by traffic by Sept 4th for school to start the next day
- b. Work in progress Current Week
 - i. Prime Contractor – Ulland Brothers
 1. Prepping for sidewalk and driveways.
 2. Hydrant by Essentia Wellness Center will be replaced at 7:00 p.m. tomorrow.
 3. Storm on Arrowhead Rd to be started later this week.
 - ii. Subcontractors – Northwoods Sodding, JMF, Parsons, Fobi
 1. Fobi on site today to complete two wet taps for water services to future school admin building site and future hockey arena site.
 2. Northwoods Sodding has been out watering sod.
 3. JMF pouring curb and gutter. Will be done this week. Will start on sidewalk after
 4. Parsons will be out this week to set Rectangular Rapid Flashing Beacon (RRFB) and Flashing School Zone Speed Limit bases.
- c. Work in progress Next Week
 - i. Prime Contractor – Ulland Brothers
 1. Continue with storm sewer on Arrowhead Rd. Anticipate using two crews. Should take 2-3 days to complete
 2. Begin subcut on Arrowhead Rd.

- 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. None at this time.
- e. Controlling items of work –
 - i. Finishing storm sewer crossings, subdrain, and subcut area Arrowhead Rd prior to paving

2. Utilities

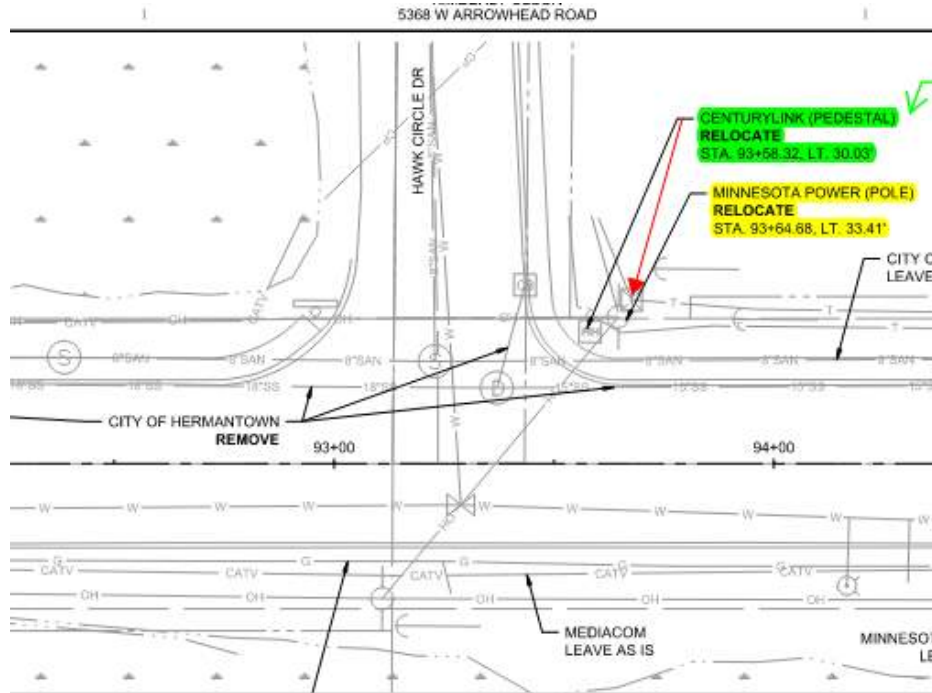
- a. Consolidated Communications – No update. Not present.
- b. MnDOT – No update. Not present.
 - i. No paving near USH 53 for a couple weeks.
- c. Minnesota Energies – No update. Not present.
- d. Paul Bunyan Communications – Not present.
- e. Mediacom – No update. Not present.
- f. Minnesota Power – Not present.
 - i. The below pole on Arrowhead Rd, just west of Ugstad Rd will be removed by Friday



ii.

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

- i. MSA to followed up with Bill Byers with Lumen on pole near NE corner of Arrowhead Rd and Hawk Circle Dr. Lumen still needs to relocate their facilities from the old pole to the new relocated MN Power pole so the old pole can be removed. **MSA has requested that Bill and others from Lumen attend next week’s meeting to give an update on when their facilities will be transferred to new pole. MSA has reiterated that relocation of these facilities in a timely manner is paramount to the contractor maintain they schedule for complete work in this area in time for school to start.**



ii.



iii.

3. Traffic Control

- a. Issues – Dan Buck with JMF mentioned that the amount of speeding traffic going by his crews is getting very unsafe and they've had to stop work for a period of time until traffic calms down. Paul to see what signs City of Hermantown has available to help slow down traffic. Joe Wicklund with City will look into requesting police presence on the road.
- b. Modification to traffic control - None
- 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. None at this time
- c. QA Testing –
 - i. JMF called in concrete field and lab monitoring services with Braun for concrete work.
 - ii. Density testing of sidewalk subgrade and agg base class 5 is on going.
- 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

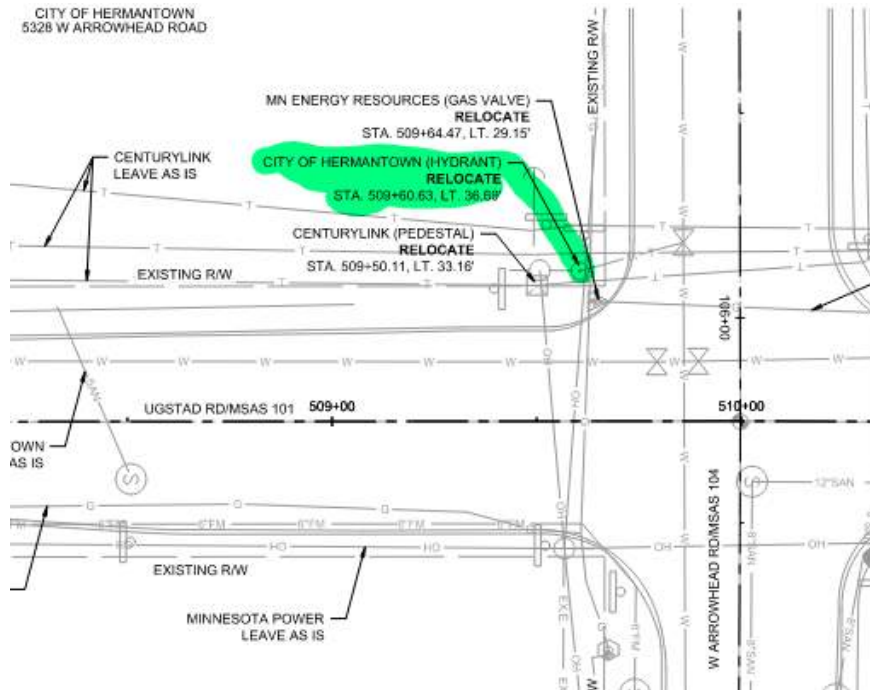
- i. Was sent to City for processing and approval on 8/14/23

7. Safety

- a. Work zone safety
 - i. Fast traffic to be looked into by City. JMF has mentioned that it is very unsafe for their crews at times.
- b. Accidents / Emergency incidents
 - i. None reported

8. Public Relations

- a. Property Owners
 - i. Door hangers were distributed to homeowners on Ugstad Rd north of Arrowhead road notifying them of loss of access to their driveways due to concrete construction.
- b. Businesses – Essentia Wellness Center
 - i. Water will be shut off 08/17/2023 at 7:00 pm to relocate hydrant shown below



- ii.
- c. Local officials – None at this time

9. New Issues / Concerns; Other Items

- a. None at this time

10. Next Meeting - **Wednesday, August 23, 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.