



Weekly Construction Meeting Summary

Project I.D.: SP 202-101-014, 202-104-012,	Date: 8/23/2023
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
- 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
- Joe Wicklund - City of Hermantown – In Person
- Jake Thurston – MSA Professional Services, Inc. – In Person
- Sophie Abrahms – MSA Professional Services, Inc. – In Person
- Trish Crego – City of Hermantown – In Person
- Dan Buck – JMF – In Person
- Paul Ackerly – MnDOT - Virtual

Meeting minutes in red

1. Contractor's Schedule

- a. Contract time – **Completion Date October 20, 2023**
 - i. 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. Storm sewer, hydrants, and water services are all complete.
 2. Subcutting on west end of Arrowhead Rd going east.
 3. Paul S. to follow up with David Bolf regarding power pole near admin building.
 - ii. Subcontractors – Northwoods Sodding, JMF
 1. Northwoods Sodding has been out watering sod.
 2. JMF completing sidewalk on Ugstad Rd.
- c. Work in progress Next Week
 - i. Prime Contractor – Ulland Brothers
 1. Non-wear layer(s) to be paved beginning Wednesday. Ryan to discuss with paver regarding a 3" layer vs. 2 – 1.5" layers in total 5" pavement areas.
 2. Wear layer to be paved in a couple weeks. This will consist of an even 2" layer throughout all paving sections on Ugstad Rd.
 - ii. Subcontractors – Northwoods Sodding, JMF
 1. JMF to complete curb & gutter and remaining sidewalk.
 2. Northwoods Sodding for continued sod maintenance.
- d. Staking Needs

- i. MSA to stake curb on Arrowhead Rd on Tuesday.
- e. Controlling items of work –
 - i. Finishing subcut area on Arrowhead Rd prior to paving

2. Utilities

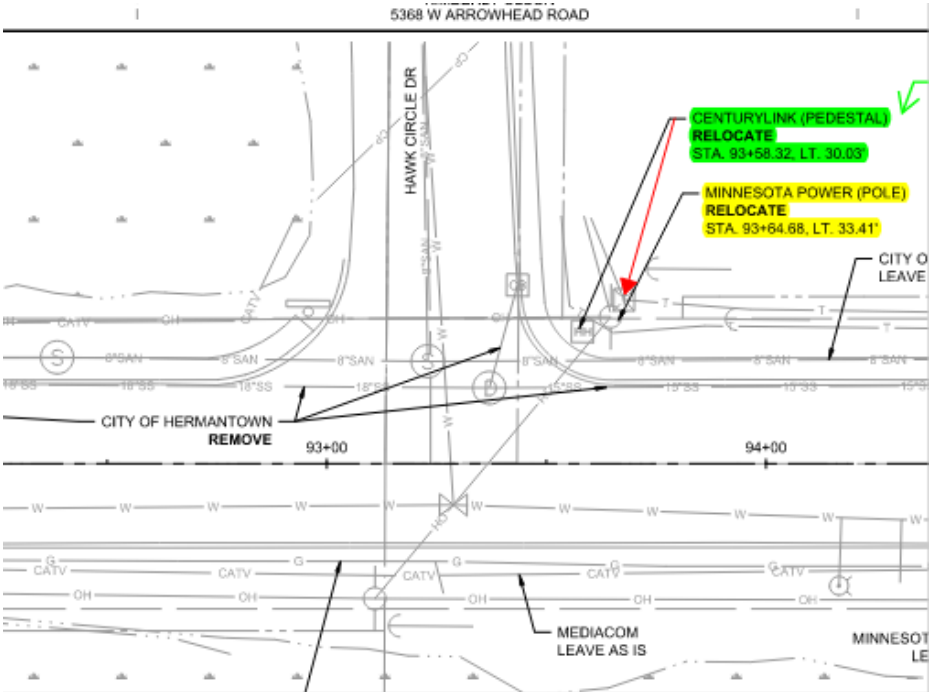
- a. Consolidated Communications – No update. Not present.
- b. MnDOT – Paving to begin Wednesday. Paul A. to adjust light at Ugstad Rd/USH 53 intersection accordingly.
- c. Minnesota Energies – No update. Not present.
- d. Paul Bunyan Communications – Not present.
- e. Mediacom – No update. Not present.
- 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 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 requested that Bill and others from Lumen attend this 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. However, no Lumen representative was present at today's meeting.



ii.



iii.

3. Traffic Control

- a. Issues – Dan Buck with JMF mentioned that the amount of speeding traffic going by his crews remains very unsafe and has gotten worse with highschoolers driving past even with 20 MPH sign posted. 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. 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

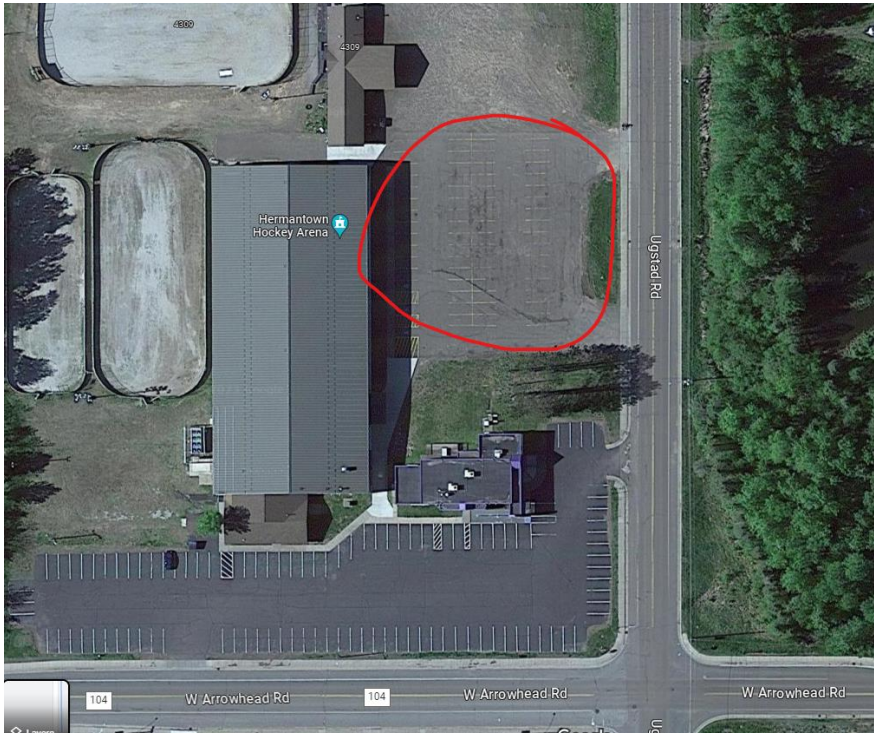
8. **Public Relations**

- a. Property Owners
 - i. Joe Wicklund to let residents know that Hawk Circle Dr/Ugstad Rd intersection will be closed beginning Wednesday. Entrance to school will be at Hawk Circle Dr/Arrowhead Rd intersection.
- b. Businesses – Essentia Wellness Center
 - i. Phil Lockett and Ryan to review apron that didn't get milled.
- c. Local officials – None at this time

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

- a. None at this time

10. **Next Meeting - Wednesday, August 30, 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.