



Weekly Construction Meeting Summary

Project I.D.: SP 202-101-014, 202-104-012,	Date: 9/20/2023
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
- Marissa Wacker – MSA Professional Services, Inc. – Virtual
- James Watters – MSA Professional Services, Inc. – Virtual
- Paul Senst – City of Hermantown – In Person
- Trish Crego – City of Hermantown – In Person
- Joe Wicklund – City of Hermantown – In Person
- Sophie Abrahms – MSA Professional Services, Inc. – In Person
- Dan Buck – JMF – In Person
- Paul Ackerley – MnDOT – 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 – Ulland Brothers
 - a. All paving to be completed 09/22/23
 - b. Raise castings & valves
 - ii. Subcontractors – Northwoods Sodding, JMF, Parsons, Hanco, Warning Lites
 - a. Northwoods Sodding for continued sod maintenance, and seeding and blanket installation on Ugstad Rd north of Arrowhead Rd
 - b. JMF - All concrete work on Arrowhead Rd to be completed by early next week. Delayed a week due to weather.
 - c. Parsons – installing RRFB and flashing beacons
 - d. Temporary Striping Ugstad Rd
- c. Work in progress Next Week
 - i. Prime Contractor – Ulland Brothers
 1. Permanent striping to be placed
 - ii. Subcontractors – Northwoods Sodding, Warning Lites, Herness
 1. Northwoods Sodding for continued sod maintenance and turf restoration work
 2. Warning Lites to begin sign installations
 3. Herness to install Mailboxes
 4. Temporary striping of Arrowhead Rd.
- d. Staking Needs
 - i. Phil staking mailboxes and fire numbers 09/20/23.

- e. Controlling items of work –
 - i. David reiterated a completion date of October 20th. Start to get a preliminary punchlist put together.

2. Utilities

- a. Consolidated Communications – No update. Not present.
- b. MnDOT – No update. Not present.
- 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. Hanco on-site 09/20/2023 placing fiber optic.
- g. Centurylink/Lumen – No update. Not present.
 - i. Exposed cable still needs to be buried along north side of Arrowhead Rd, east of Hawk Circle Drive.

3. Traffic Control

- a. Issues – need to keep residents off of wear course while paving as much as possible
 - 1. Traffic control for paving of wear course:
 - a. Ugstad Road southbound to be barricaded south of Twin Pines with police officer posted nearby.
 - b. Flaggers to be located on southern end of paving.
 - c. Falcon Dr to be completely closed.
 - d. Hawk Circle Dr to be closed at Ugstad Rd in morning, then switch to Arrowhead Rd in afternoon. Joe to make residents and school aware.
- 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 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. Testing of HMA and concrete to continue.
- 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.

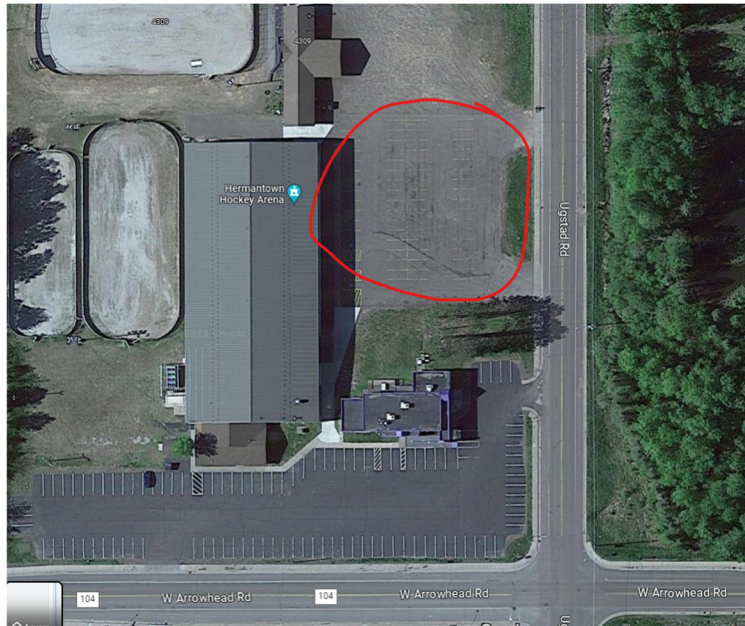
6. Progress Estimates

- i. Pay App #4 was approved by Council.

7. Safety

- a. Work zone safety

- i. Contractor requested police presence during final wear course paving as it does help deter through traffic not abiding by detour route and slows local traffic down.
 - b. Accidents / Emergency incidents
 - i. None reported
- 8. **Public Relations**
 - a. Property Owners
 - i. None at this time.
 - b. Businesses
 - i. None at this time.
 - c. Local officials
 - i. None at this time.
- 9. **New Issues / Concerns; Other Items**
 - a. None at this time
- 10. **Next Meeting - Wednesday, September 27, 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.