

**Project:** Trunk Sewer Spur & Munger Trail Spur –  
S.S.I.D. #448

**Owner:** City of Hermantown

**Re: Construction Meeting Summary #26**

**Project Number:** 16-808

**Meeting Location:** Job Trailer, Stebner Park

**Meeting Date:** 10/14/20 8:00 AM

## 1) Attendees

| Name        | Company                |
|-------------|------------------------|
| David Bolf  | NCE/City of Hermantown |
| Paul Senst  | City of Hermantown     |
| Adam Zwak   | NCE                    |
| Pat Raye    | NCE                    |
| Russ Lamppa | USA                    |
| Adam Castle | USA                    |

## 2) Meeting Summary

- Progress
  - MH-228 has been set. Rain impacted progress.
  - Trail base complete from Stebner Park to Hermantown Road. Touch up needed on inslopes.
- Schedule
  - Sewer work to continue to north
  - Trail work continuing to connect segments.
  - Blasting operations to continue.
  - Seeding/Stabilization to take place where trail base is completed.
  - Continue to monitor SWPPP non-compliance and maintain installed BMPs. Silt Fences mended, outlet stabilizations in place. Payment for added outlets control shall be paid as Inlet Sediment Protection.
  - Continue to seed and mulch to stabilize exposed areas where work has ceased for 7+ days.
  - ECS to be on site to stabilize areas of final grading this week.
- Other Discussion Items
  - NCE requested an updated schedule thru the remainder of the year from USA. USA to consider work that may be completed in 2021, such as paving.
  - NCE received a letter from the MnDNR noting corrective actions. The letter was reviewed and USA is to provide a schedule to complete the work.
  - Remaining debris to be removed soon. USA and NCE to track quantity and time. USA to invoice costs to City.
  - Change Order #3 will include 15" RCP culvert at Anderson, Saline debris, and water and sewer disconnects at Anderson. NCE and USA to prepare. This will be prepared for Pay App #8. NCE requests amounts from USA
  - USA to begin work at Public Works Facility **next week**. Staking needed prior to starting.
  - Anderson to be paved next week. USA to provide notification on when Anderson traffic will be impacted.

## Meeting Summary #26

- NCE reminded to USA to document SWPPP progress and inspection reports. USA noted they have been keeping up on documentation. NCE notified USA to get areas of finished grading stabilized.
- NCE set up utility coordination meeting regarding the work to be completed along Maple Grove near the Haines Road Intersection. A meeting was held on 9/21/20 at 9 am on site.
  - Gas line near pipe alignment., MERC has noted they would relocate 2" PE.
  - MP impacts
  - Fiber adjustment (Century Link and NESC)
  - Other

**Utility Companies be aware contractor intends to be working in the Maple Grove/Haines area November 1<sup>st</sup>. Relocation work shall be completed by to this date.**

**NCE to follow up with Utility companies.**

- **NEXT MEETING 10/21/20** – Job Trailer, Stebner Park, Meeting Summary with updates notes will be sent out.

**Prepared by:** Adam Zwak, P.E.

**Date:** 10/14/20

Copies:      ☒ Attendees   ☒ Name      ☐ Name      ☐ Name  
                 ☐ File

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