

May 5, 2022

**PERCH LAKE TOWNSHIP
MINUTES OF THE PRECONSTRUCTION MEETING:
OMAR'S SAND & GRAVEL, INC.**

Town Board Chair Gary Harms opened the meeting at 10:00 a.m., announcing that this was a preconstruction conference with Omar's Sand & Gravel, Inc., for the Watkins Spur Rebuild Project.

Those in attendance included the following:

Town Board Members:

Chair Gary Harms
Supervisor Steve Olson
Supervisor Keith Depre
Treasurer Cheri DeMenge
Clerk Lora Eames

Carlton County Transportation:

Rick Norrgard, Assistant County Engineer
Greg Thompson, Principal Designer
Will Bomier, Ass't Maint. Sup. /Permits Agent/ROW
Jordan Wagner, Survey Crew Supervisor
Kaitlin Schilla, Highway Technician

Omar's Sand & Gravel, Inc.:

Andy Omar
John Koriemek

Residents:

Dan Muyres, Resident, 3249 Watkins Spur

Harms turned the meeting over to Rick Norrgard, County Transportation, who in turn asked everyone there to introduce himself/herself for the record.

I. Overall Watkins Spur Project.

The Perch Lake Town Board previously awarded the rebuild project to Omar's Sand & Gravel and the paving contract to Ulland Brothers. Omar plans to start the dirt work in the second week of June, with a project completion July 4, 2022. Ulland Brothers will start the paving sometime between August and October of 2022.

II. Watkins Spur Rebuild Summary

Norrgard asked Omar to describe his start date, schedule, and plans. Omar called the second week of June a "soft" start date. He plans to visit the site again with Olson (when snow is gone) to set a firm schedule. When he has a firm schedule, he will notify residents of the exact starting date.

Omar described his overall plans. First, they will locate the utilities, then begin the project. The crew will extract the bituminous first and haul that away (with traffic control in place). Then, they will start working in the very back while clearing vegetation on the opposite side of the project. Then, they will start working on culverts from farthest in out.

Omar asked about the removal of the shed. Olson informed him that the Township did not include the shed in the project and will have their contractor Tom DeLovely remove the shed.

III. Residential Access and Driveway

During the meeting, resident Dan Muyres asked two questions:

- How will access be managed during the construction phase?

Omar responded that the contractor would close only portions of the area as needed; keeping at least one lane open. All Watkins Spur residents will have access to their homes.

- How will the new roadway be transitioned to driveways? Whose responsibility will that be?

Omar responded that the contractor would manage this. If the driveway is paved, the pavers will ensure a smooth transition.

IV. Administrative Details

A. Norrgard discussed the following items:

- (1) The contractor must:
 - (a) submit a progress schedule soon.
 - (b) provide at least 72 hours' notice when requesting stakes.
 - (c) contact One Call to locate underground lines, especially FDL Communications, Centurylink, and Minnesota Power. In addition, there is a private septic system that passes under the road.
 - (d) provide required reports to the Township (through Steve Olson) and Carlton County.
 - (e) make sure traffic control is in place before the project starts.
 - (f) take materials from approved gravel pits.
- (2) The project requires a full-time inspector onsite. Supervisor Steve Olson has committed to this task; he may call the County if he needs a replacement.
- (3) Wagner is the survey chief; Bomier will help with erosion control inspection.
- (4) The County will deliver culverts to the site. Olson will contact Steve Watkins to see if they can temporarily store culverts on his property during the construction.

B. Omar

Andy Omar reported that the soft start date is the second week in June, with a project completion by July 4, 2022. The project foreman will be John Korienek. They have a small crew, no subcontractors. They plan to work eight-hour days, five days per week.

They will be coming out of the County 4 and 61 pit. They also plan to use a pit on Lakeview as a staging and reloading area. (They do not plan to use any of the material there.)

The contractor has limited their equipment to two main haul trucks, a track skid steer, a mid-size dozer, and a roller. Also, an excavator.

C. Bomier

- (1) The NPDES Permit was submitted last week and will be active in mid-May. (The Environmental Protection Agency has jurisdiction.)
- (2) The tribe requires that all final stabilization and vegetation be established before the closing of the permit. They require photos of the project stabilization. (Bomier offered to take care of this task.)
- (3) The wetlands have been mitigated to the local road bank at no expense to the Township. Most of the requirements are through the FDL Office of Water Protection.
- (4) The contractor must have an erosion control supervisor onsite even though that was not part of the bid.
- (5) The contractor must have best management practices in place before ground disturbance happens; the County has left much to the discretion of the contractor.
- (6) The contractor will need redundant controls. The County will work with them on this.
- (7) Rick Gitar, FDL Water Regulatory Specialist, was not present at the meeting; but he will be on the jobsite every day. Bomier reviewed the permit requirements that Gitar would normally cover.

The contractor:

- must provide documentation about where the equipment came from, run the equipment through a high-pressure wash before entering the reservation, and then have it inspected on the jobsite.
- cannot refuel on the wetland. (Omar refuels with a truck.)
- should have a spill kit onsite.
- The contractor must submit weekly inspection reports.
- The contractor is not allowed to use perennial ryegrass or use mulch in the wetlands. Olson remind Bomier that the Township was going to buy seed from the County to provide the contractor. Bomier will bring it when ready.
- The contractor must report all spills immediately.

Bomier will provide a certificate which must always be on display at the jobsite.

D. Miscellaneous Environmental and Safety

- (1) Harms asked if burial grounds exist in the area. Norrgard responded that he did not anticipate finding any; however, the best practice is simply to stop work if anything is found. If something is found, such as a pottery chard, it is usually a short-term stop.
- (2) Are they required to have an environmental monitor onsite? Olson stated that was up to the Township. The monitor was not necessary if the property was not reservation land.
- (3) Norrgard asked if the Township has any ordinances applicable to this project? Olson said the Township has a right-of-way ordinance, not applicable to construction.
- (4) Bomier: The County will work with Omar on erosion control.
- (5) County staff asked if the contractor would have a portable toilet onsite? If so, it must have secondary containment or be strapped down or attached to something.
- (6) FDL Business License and TERO Fee

The contractor needs a business license to work on the reservation. (Omar said they have had one in the past.) The TERO fee is 3% of the project. The contract is for \$66,276; therefore, the fee will be \$1,988.28. This will have to be approved as extra by the Town Board.

- (7) The contractor should make sure the appropriate persons are included in safety meetings.
- (9) Omar must maintain ten feet of clearance from power lines.
- (10) The contractor can obtain a production report form on the MNDot website.
- (11) The contractor must make sure the Township or County representative is there to make an inspection before everything is covered up.

E. Communications

Those present discussed the need for efficient communication with residents. So, the Town Board will send a letter to residents, explaining the project schedule, and asking for an email address or phone number for notifications.

V. Adjournment.

Chair Harms adjourned the meeting at approximately 10:50 a.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair