

General Engineering Company

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## MEMO

**TO:** All Concerned Parties  
**FROM:** Lukasz Lyzwa, Town Engineer  
**DATE:** May 7, 2025  
**SUBJECT:** Preconstruction Conference Minutes  
Schilling Road Reconstruction Project  
Town of Onalaska, La Crosse County, WI  
GEC #2-0124-44G

The preconstruction conference for the above-referenced project was held at the Town of Onalaska Town Hall on May 7, 2024 at 9:30am.

### IN ATTENDANCE:

Lukasz Lyzwa, General Engineering Company, Town Engineer	608-742-2169
Mary Rinehart, Town of Onalaska Administrator	608-783-4958
Debbi Lepke, Lepke Trucking & Excavating LLC	608-483-2655
Brad Lepke, Lepke Trucking & Excavating LLC	608-483-2655

Note: The preconstruction conference generally followed the agenda found in Specification Section 01 31 00 and the WI Preconstruction Conference Agenda.

### PROJECT REPRESENTATION

- Engineer: Lukasz Lyzwa
- Contractor: Brad Lepke (Lepke Trucking & Excavating LLC)
- Town of Onalaska: Mary Rinehart

### CONSTRUCTION SCHEDULE

- Schedule was distributed by Lepke Trucking.
- Mobilization to occur **middle of the week May 11th.**
- **Project Schedule: will move fast, weather depending on and conditions of the road base. If there are no issues max 10 days from start to finish.**
  - Start with pulverizing of the roadway,
  - Removal of the driveway,
  - Road proof rolling,
  - Road paving,

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- Driveway paving,
  - Road shouldering. **The Town Engineer is still waiting for the DOT to confirm whether grass shoulder will be allowed. The DOT is consulting the State Attorney regarding the possibility of installing topsoil and grass as the shoulder instead of gravel. The DOT has indicated that if project modification are made but not approved, the road funding will be void.**
- Project should be completed in approximately 10days if there are no issues.

PROCEDURES AND PROCESSING OF FIELD DECISIONS, SUBMITTALS, APPLICATIONS FOR PAYMENTS, CHANGE ORDERS, AND CONTRACT CLOSE OUT

- Contractor shall submit Pay Requests for review by the 1<sup>st</sup> of each month to GEC.
- GEC will process all Pay Requests and Change Orders and monitor day-to-day activities and will correspond with the Town of Onalaska on any field decisions.

JOB MEETINGS

- Job meetings as needed with GEC at the site.
- Lukasz will be on site periodically, as needed.
- All questions shall be directed to Lukasz.

REMOVAL AND SALVAGE

- None.

SAFETY AND TRAFFIC CONTROL AND ACCESS

- Only one way in and out of subdivision – must keep at least one traffic lane open at all times.

CONSTRUCTION SITE EROSION CONTROL

- Contractor will provide necessary erosion control measures as needed.
  - Sediment logs
  - Culvert protection
- Contractor will follow the construction site erosion control specifications.
- Contractor responsible for construction site reports and inspection of the erosion control practices after 0.5in of rain per DNR standards.

UTILITIES

- There should not be issues with underground utilities.

TEMPORARY FACILITIES/STAGING AREAS

- No job trailer at the site.
- Port-a-Johns in the park

PERMITS AND EASEMENTS

- None.

#### SEDIMENT & EROSION CONTROL MONITORING

- Contractor is aware of required reporting for greater than ½" of rain event with WI DNR.

#### EXISTING CONDITIONS

- Underground Utilities will be or are located.
- Access for the residents.
- Mail Delivery.
- School Bus traffic.
- Park Events.

#### CONTRACT DOCUMENTS

- Contracts were executed and distributed prior to the meeting.

#### CONSTRUCTION STAKING

- None.

#### CONTRACTOR CONCERNS

- Traffic around the project. One lane open of traffic.
- Extent of the driveway's removals
- Clarification regarding the road shoulder – grass vs gravel.

Sincerely,

**GENERAL ENGINEERING COMPANY**

**Lukasz Lyzwa**

Lukasz Lyzwa, Town Engineer

Cc: To All Attendees  
Apple Valley Subdivision Residents