

PROJECT TITLE: 220991107 FREEDOM TWP PNB

SUBJECT: Owner Progress Meeting

MEETING DATE/TIME: 05/24/23 07:00 AM

JOB NO (RUDOLPH LIBBE INC.):220991107

LOCATION: Jobsite

DID ATTEND	ATTENDEE NAME	COMPANY NAME
Y	BOB RENTZ	FREEDOM TOWNSHIP
Y	CHRIS BACHMAYER	RUDOLPH LIBBE INC
Y	DALTON LANDERS	RUDOLPH LIBBE INC
Y	DAVE BRUNING	FREEDOM TOWNSHIP
Y	JIM CANNON	RUDOLPH LIBBE INC
Y	JULIE GETZ	FREEDOM TOWNSHIP
Y	KENT SCHUERMAN	FREEDOM TOWNSHIP
Y	NICK WALBY	RUDOLPH LIBBE INC
Y	RICK RAHE	FREEDOM TOWNSHIP

ORDER	ITEM	DESCRIPTION	STATUS	START	DUE	BALL IN COURT
0100		<u>SAFETY</u>				
	00011	GENERAL SAFETY - All visitors are to check in with onsite superintendent (Jim Cannon) - Hard hats, safety glasses and yellow reflective high visibility must be worn at all times on Rudolph Libbe projects.	NEW	04/26/23		
0200		<u>SCHEDULE</u>				
	00012	PROJECT SCHEDULE - Review project schedule.	NEW	04/26/23		
0300		<u>REQUESTS FOR INFORMATION</u>				
	00013	RFI's - Please submit all RFI's in writing to Dalton Landers. All RFI's will be answered in a timely manner.	NEW	04/26/23		
0400		<u>SUBMITTALS</u>				
	00017	ACOUSTIC CEILINGS - RL to provide alternative samples for ceiling tile. Owner would like a different texture that what was provided. Conclusion: - Owners are proceeding with the ceiling tile we have included in the budget. - USG Radar Ceiling Panels, Square Edge, Tegular Reveal.	CLO	04/26/23		
	00024	PRIVACY FENCE AROUND MECH	CLO	05/10/23		

ORDER	ITEM	DESCRIPTION	STATUS	START	DUE	BALL IN COURT
		EQUIPMENT - Discuss the type, style and finish of fence that will enclose the mechanical equipment on the west side of the building. - Owner would like a white vinyl fence (4' H) with a gate on the north side to match. - If a fence is required around the dumpster pad, they would prefer the same type of material as the fence around the equipment pad. Conclusion: - Owners would like to proceed with 4' H white vinyl fence with gate.				
	00029	AWNINGS - Discuss style and color selection for (3) canopies over man doors. Conclusion: - Owners would like to proceed with traditional style awnings. Color to be "Poppy - 8255C."	CLO	05/24/23		
0500		<u>PRICING</u>				
	00030	HYDROSEEDING - RL will provide (2) prices for hydroseeding. One price will be to seed the mound and the other price will be to seed the pond. - Owners would like to seed once we have water service so it can be watered.	NEW	05/24/23		
	00031	STONE IN POND - RL to provide pricing to add weed mat and stone in the entire pond. - Owners would like to include stone between the edge of pavement and the edge of pond.	NEW	05/24/23		
0600		<u>OWNER CHANGE ORDERS</u>				
0700		<u>UTILITIES</u>				
	00019	FORCE MAIN AND WATER LINE - Village will take the water line the way we currently have it at the road and make the tap. - Per Rick Rahe, water line should be getting installed sometime in June. Should be able to get temporary water the beginning of June. Anticipate permanent water by end of June +/-. - Coordinate through Nathan with Village of Pemberville. Conclusion: Per Rick Rahe, water line should be getting installed sometime in June. Should be able to get temporary water the beginning of June. Anticipate permanent water by end of	OPN	04/26/23		

ORDER	ITEM	DESCRIPTION	STATUS	START	DUE	BALL IN COURT
		June +/-.				
	00028	GAS SERVICE - Columbia Gas has been contacted and they can install service once the items on the checklist below are completed. Tim Fitzgerald with Columbia Gas can then be contacted to schedule service. 419-704-8636. - Building to be under roof. - Foundation must be backfilled and within 6" of final grade. - Building must be properly labeled with the address. - Property lines between building must be clearly marked. - An approved meter location must be clearly marked, or the fuel line has been stubbed through the exterior wall. - The service line location must be clear of building material or obstructions such as dumpster, scaffolding, etc. - Private utilities such as electric lines, septic, leach fields and wells must be clearly marked. - Service line will be install in a perpendicular line from the tapping location.	NEW	05/24/23		
0800		<u>OWNER PAYMENT APPLICATION</u>				
	00021	OWNER PAYMENT APPLICATIONS - Application # 16671 (March) - Submitted: 4/19/23 - Paid: 4/26/23 - Application # 16698 (April) - Submitted: 5/16/23 - Paid: 5/24/23	NEW	04/26/23		
	00022	CERTIFIED PAYROLL - Certified Payroll backup will be provided with each invoice submission.	NEW	04/26/23		
0900		<u>OPEN ITEMS</u>				
	00025	SPOILS MOUND / SEEDING - Spoils have all been removed and taken to Troy Township Cemetery.	CLO	05/10/23		

ORDER	ITEM	DESCRIPTION	STATUS	START	DUE	BALL IN COURT
		- Discuss hydroseeding timeline. Conclusion: - All spoils have been hauled to Troy Township cemetery. There will be a few more piles of clay from underground MEP excavations under the slab, but we will try and use that around the site as needed.				
	00026	DETENTION POND - It has been determined that the pond is able to be mowed. - Discuss stone/grass in detention pond and between the edge of pavement and pond. Conclusion: - Owners have approved the grades of the pond as it currently sits. - RL is working on pricing to seed the pond or to include weed mat and stone.	CLO	05/10/23		
	00027	SUPERINTENDENT CHANGE - Jim will be moving to another project and Chris Bachmayer will be taking over for the duration of the project. Chris Bachmayer - Superintendent Phone: 419-304-9462 Email: Chris.Bachmayer@RLGbuilds.com	NEW	05/24/23		
	00032	SLAB SURROUNDING TRENCH DRAIN - Discussed the slope of the slab to the trench drain. - Owners would like to have the slab sloped toward the drain 8' on either side of the drain. Entire sloped area will be 16'-0" wide.	NEW	05/24/23		
	00033	SPOILS STOCKPILE AREA - Area where spoils were staged needs to be dressed up.	NEW	05/24/23		
	00034	DATA POINT LOCATIONS - Need to discuss data point locations in walls. - Will meet on site during next meeting (6/14) and walk through the space to get the layout confirmed.	NEW	05/24/23		
	00035	TTL INVOICES - RL needs to reach out to TTL to have them switch invoicing to RL instead of Freedom Township.	NEW	05/24/23		
1000		<u>NEXT MEETING</u>				
	00023	NEXT MEETING Date: 6/14/23 Time: 7:00 AM	NEW	04/26/23		


ORDER	ITEM	DESCRIPTION	STATUS	START	DUE	BALL IN COURT
-------	------	-------------	--------	-------	-----	---------------

Location: Jobsite

All Owner meeting will be help on the second and fourth Wednesday of each month.

The above constitutes the author's understanding of the items discussed at the referenced meeting. If there are any additions, corrections and/or revisions to these minutes please notify the author of such in writing and they will be addressed in the next set of meeting minutes. If none are received within (3) days from transmission of these minutes, these meeting minutes will be deemed as a correct interpretation of the meeting.

Prepared By: DALTON LANDERS

Signed: 

DALTON LANDERS
Work Phone: 419-241-5000
Email: DALTON.LANDERS@RLGBUILDS.COM

Dated: 05/24/23

Approved by DALTON LANDERS on 05/24/23