



COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

January 20, 2021 5:00 PM

Location: Zoom meeting
Members Present: Bob Bosma, Brian Giebel, Randy Jaeckels, Casey Langenfeld, Sara Cardinal, Jack Blattner, Richard Rahmlow
Others Present: Jeff Hebl, Mary Kohrell – Calumet County, Stu Gross, Hiedi Waller, Tom Leighton and Lynelle Caine (via telephone) of Stantec, Phil Cosson, Ehlers

The meeting was called to order by Chairperson Bosma. Roll call was taken by Langenfeld. A motion was made by Konkle, seconded by Rahmlow, and carried to approve the agenda as presented. A motion was made by Cardinal, seconded by Blattner, and carried to approve the minutes from the previous meeting.

Public participation did not occur.

During Communications, Bosma introduced Richard Rahmlow to the Authority.

Stu Gross, Hiedi Waller, and Lynelle Caine from Stantec reviewed the Bid Technical Specification for Abatement and Demolition for the Former Tecumseh Manufacturing Buildings. Gross informed the committee that as a part of the CDBG grant requirements an additional environmental application is required to be submitted and approved by HUD prior to approving or acquiring any expenses towards the demolition. This review process could take between 4-6 weeks. Stantec will be coordinating the testing of lead data from within building to complete this report and to obtain certification from the landfill for disposal of the items. Stantec, Langenfeld and City Attorney will be reviewing the project with TRC and Tecumseh and to coordinate the schedule for TRC's required clean up of the plate line. Gross informed the committee that it might be a better idea to list the City as the generator of the waste disposal and to run these expenses through the City instead of through a contractor to save on costs. The bidding process should take about 4 weeks for the bids to be solicited, then a scheduled walk through will occur with the bids being returned. Stantec will coordinate with NorthStar to be the contact to determine if the hired contractor had removed the identified lead and asbestos in the building. The committee agreed that there should be a retainer added for work performed, this would hold back payments if the contractor does not meet deadlines or supply the required paperwork as agreed upon. A motion was made by Giebel, seconded by Konkle, and carried to approve the Technical Specifications for Abatement and Demolition for the Former Tecumseh Manufacturing Buildings with the recommended revisions provided by Stantec.

Stu Gross provided a revised schedule for the demolition of the former Tecumseh Building.

Tom Leighton provided Stantec's recommended Tecumseh Site Implementation Actions and schedule. Jaeckels indicated that he would like to have the City's Engineering firm, New Holstein Utilities and Public Works Department work on the road concept and utility layout design standards, and cost estimates. A motion was made by Rahmlow, seconded by Konkle and carried to approve Stantec moving forward with Actions 1a – Create a housing brochure, 1b Developer outreach through structured interviews and distribution of housing opportunity brochure, and 3a refine the business park development concept and target industries list.

Phil Cosson provided information on the financing structure for the demolition of the former Tecumseh Property and an update on the schedule for when the financing will occur. Cosson indicated that based on the information discussed on the bid process, he will plan to attend the March Common Council meeting to present the financing information for approval.

Being no further business, the meeting adjourned.

Cassandra Langenfeld, Secretary