COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES
May 17, 2021 5:30 PM

Location:	City Hall, 2110 Washington St, New Holstein, WI
Members Present:	Scott Konkle, Brian Giebel, Randy Jaeckels, Casey Langenfeld, Sara Cardinal, Jack Blattner, Richard Rahmlow, Gene Woelfel
Others Present:	Jeff Hebl, Stu Gross, Hiedi Waller and Lynelle Caine (via telephone) of Stantec, Phil Cosson, Ehlers (via telephone), and Mark Sherry

The meeting was called to order by Scott Konkle. Roll call was taken by Langenfeld. A motion was made by Woelfel, seconded by Giebel, and carried to approve the agenda as presented.

Konkle called for nominations for Chairperson. A motion was made by Giebel to nominate Scott Konkle as Chairperson, the nomination was seconded by Woelfel. Konkle called for additional nominations. Konkle made a motion to nominate Woelfel, the nomination was seconded by Rahmlow. A roll call vote was taken for Konkle as Chairperson, upon a call of the motion the motion past with Blattner, Woelfel, Jaeckels, Giebel, and Cardinal voting aye and Konkle and Rahmlow voting nay.

Konkle called for nominations for Vice Chairperson. A motion was made by Konkle to nominate Gene Woelfel as Vice Chairperson, the nomination was seconded by Rahmlow. Konkle called for additional nominations. No additional nominations were made. A roll call vote was taken for Woelfel as Vice Chairperson, upon a call of the motion the motion past with Konkle, Blattner, Woelfel, Jaeckels, Giebel, Rahmlow and Cardinal voting aye.

Konkle called for nominations for Treasurer. A motion was made by Giebel to nominate Sara Cardinal as Treasurer, the nomination was seconded by Jaeckels. Konkle called for additional nominations. No additional nominations were made. A roll call vote was taken for Cardinal as Treasurer, upon a call of the motion the motion past with Konkle, Blattner, Woelfel, Jaeckels, Giebel, Rahmlow and Cardinal voting aye.

A motion was made by Jaeckels, seconded by Cardinal, and carried to approve the minutes from the previous meeting.

Neither public participation nor communications occurred.

Stu Gross, Stantec provided the bid opening results for the former Tecumseh Products Buildings Abatement and Demolition. Five contractors bid on the project with Veit & Company, Inc. being the lowest bidder at $237,224. Gross also provided the bid results for the disposal of the waste. The total proposed cost for demolition and waste disposal came in at $614,375. GFL and Waste Management were the only bidders on the disposal portion of the project, with GFL being the lowest. Gross informed the committee that the prices could increase due to change orders that might occur during the project, this would include an increase based on the actual tonnage amount that is disposed of at the landfill. A motion was made by Blattner, seconded by Jaeckels, and carried to award the Former Tecumseh Demolition bid to Veit & Company, Inc., and the waste disposal to GFL.

Gross provided two funding options for the use of the CDBG, IDLE Sites and City funds to pay for the Tecumseh projects expenses. The original plan was to designate specific parcels on the southern portion of the property in the CDBG as there was a concern that there would not be enough CDBG grant funds to pay for the demolition of the entire structure. The northern portion of the property, identified as parcel 18464, was not included in the CDBG grant. As show on Option 1, this would leave $574,559.69 in unspent CDBG money with the City needing to borrow more funds to pay for the Northern portion of the demolition project. Stantec confirmed with the DOA that the city would amend the grant application to include the northern portion of the property, parcel 18464, which would allow for the entire demolition and disposal costs to be paid for with the CDBG funds. Option 2 which would include all the parcels of the Tecumseh property that contains buildings and would leave $59,061.49 in unspent CDBG funds. This also puts the Idle Site Grant aside to be able to fund additional expenses for the project. The City would only be responsible for short term debt to cover the expenses until the City is reimbursed with CDBG grant money and the $85,800 in consulting fees that can not be charged to either grant. Gross informed the committee that any portion of the project that is included in the project plan would need to follow CDBG guidelines for redevelopment or the City can wait 5 years and to develop with no restrictions attached to the parcels. A motion was made by Blattner, seconded by Woelfel, and carried to approve Option 2 as presented.

Langenfeld presented change order number 6 as submitted by Stantec. The change order would include the additional $56,600 for the continued abatement and demolition plan preparation and contractor selection; obtain USEPA Identification Number; Abatement Review/Clearance Contractor Coordination; On-site observation during demolition; and consulting services. A motion was made by Giebel, seconded by Cardinal, and carried to approve Change order number 6.

Gross provided an updated schedule for the demolition project.

The next meeting will be scheduled as needed.

Being no further business, the meeting adjourned.

Cassandra Langenfeld, Secretary