

CITY OF MANISTEE BROWNFIELD REDEVELOPMENT AUTHORITY

70 Maple Street
Manistee, MI 49660

NOTES

September 28, 2011

A Special meeting of the Manistee City Brownfield Redevelopment Authority was held on Wednesday, September 28, 2011 at 2pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan. Both Chair Clinton McKinven-Copus and Vice Chair Steve Brower were absent. Secretary Don Kuk was appointed as Acting Chair by the members present.

Meeting was called to order at 2:00 pm by Acting Chair Kuk

Roll Call:

Members Present: Dave Carlson, Don Kuk, Marlene McBride, Jeff Seng

Members Absent: Steve Brower (excused), Clinton McKinven-Copus (excused), Lee Trucks, Vacancy

Others: John Rulison, T. Eftaxiadis (Brownfield Consultant), Jon R. Rose (BRA Administrator), and others

APPROVAL OF AGENDA

Motion by Dave Carlson, seconded by Marlene McBride that the agenda be approved as prepared.

With a voice vote this motion passed unanimously.

PUBLIC HEARING: None

APPROVAL OF MINUTES

Motion by Marlene McBride, seconded by Dave Carlson that the minutes of the September 6, 2011 Brownfield Redevelopment Authority Meeting be approved as prepared.

With a voice vote this motion passed unanimously.

FINANCIAL REPORTS: Invoices for payment - Members reviewed the Summary of Invoices Submitted for Payment as of September 27, 2011.

MOTION by Dave Carlson, seconded by Marlene McBride to approve payment of invoices as of 9-27-11 as follows:

Vendor Name	Invoice Date	Invoice Number	Invoice Amount	Service Description
Nordlund & Associates	21-Jul-11	12376	\$5,100	75% of total fee for \$6,800 to complete the engineering plans and specifications for the demolition and shoring portion of the project.
NTH Consultants Ltd.	15-Sep-11	587306	\$1,687	Engineering-Consulting Services on the Manistee BRA MDNRE Grant Phase DNRE11G-334River.
Eftaxiadis Consulting Inc.	22-Sept-11	CMBRA-1108D	\$2,747	Consulting-MDEQ Grant (334 River) Misc. Adm. Work \$1,517 Environmental Consulting – MDEQ Grant (334 River); Technical services \$1,230
TOTAL			\$9,534	

With a voice vote motion passed unanimously.

NEW BUSINESS: 334 River Street Remediation & Demolition Discussion of Contractors’ Bids and Potential MDEQ Loan.

There were two addendums to the requests for proposals for 334 River Street Site Brownfield Demolition and Cleanup and two bid extensions. Two bids were received – Team Elmer’s and Swidorski Bros. Excavating LLC.

Review of the Bids showed that Swidorski Bros. Excavating LLC did not include a Bid Bond, Hazwopper Certifications as well as other non-responsive items. The Bids came in at about \$130,000 more than anticipated.

Discussion included - obtaining a loan from DEQ; long term issues; delay of the project; the DEQ will not allow a reduction of the environmental scope. The owner would like to attempt to negotiate with responsible bidder, a tentative meeting has been scheduled with Elmer’s and Mr. Matthews for September 29, 2011.

MOTION by Marlene McBride, seconded by Dave Carlson to Authorize the Brownfield Redevelopment Authority Administrator to issue a Notice of Intent to Award Contract for 334 River Street Remediation and Demolition to Team Elmer’s and allow the Administrator to attempt to negotiation a better price.

With a voice vote motion passed unanimously.

MOTION by Jeff Seng, seconded by Dave Carlson to Authorize the Brownfield Redevelopment Authority Administrator to pursue a loan from the Department of Environmental Quality to supplement the grant for 334 River Street.

With a voice vote motion passed unanimously.

UNFINISHED BUSINESS: None

OTHER COMMUNICATIONS: None

STAFF COMMUNICATIONS: None

CITIZEN QUESTIONS, CONCERNS AND CONSIDERATION: None

WORK/STUDY SESSION: None

ADJOURNMENT

The next regular meeting of the Brownfield Redevelopment Authority will be held on Tuesday, November 1, 2011 at 2pm in the Council Chambers.

Motion by Jeff Seng, seconded by Dave Carlson that the meeting be adjourned. MOTION PASSED UNANIMOUSLY.

BROWNFIELD REDEVELOPMENT AUTHORITY

Jon R. Rose
Temporary Recording Secretary