

CITY OF MONROE
Brownfield Redevelopment Authority
Regular Meeting Minutes
Thursday, April 23, 2015 - 8:00 a.m.
2929 East Front Street - Monroe, MI 48161

1. Call to Order: 8:03 a.m.

2. Members Present:
Thomas A. Krzyston, Chairman
Dale Brose
Don Lieto
Rodney Welliver
Patrick Williams

Members Excused:
Mayor Robert Clark

Others Present:
Paul LaMarre
John Emig
Megan Napier
Kirstie Hardy
Dan Swallow
Matt Wallace

3. Additions/Deletions to the Consent Agenda or Regular Meeting Agenda: None

4. On a motion made by D. Lieto and seconded by D. Brose the Regular Meeting Agenda was approved. Ayes 5 Nays 0. Motion passed.

5. Public Comment: None

6. On a motion made by D. Brose and seconded by R. Welliver the Consent Agenda was approved. Ayes 5 Nays 0. Motion passed.
 - 6.1. Approve BRA Minutes of Thursday, February 12, 2015.
 - 6.2. Approve and place on file Financial Report for February 28, 2015.
 - 6.3. Approve and place on file Financial Report for March 31, 2015.
 - 6.4. Approve Invoice Summary prepared for Thursday, April 23, 2015 in the amount of \$8,429.69.

7. Unfinished Business:
 - 7.1 None

8. New Business:
 - 8.1 On a motion made by D. Lieto and seconded by P. Williams, the AKT Peerless Invoice 38013 in the amount of \$3,243.61 was approved for environmental consulting services (services 2-1 / 2-28-15) to be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for the Pump house demolition project. Port approved 3-18-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

 - 8.2 On a motion made by D. Lieto and seconded by R. Welliver, the Johnson & Anderson Invoice 38100 in the amount of \$4,892.50 was approved for inspection services and contract administration (services 2-1 / 2-28-15) to be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for the Pump house demolition project. Port approved 3-18-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

8.3 On a motion by D. Lieto and seconded by D. Brose, the Homrich Inc. Change Order No. 2 was approved for additional work in regards to the water chamber found underneath the basement floor during pump house demolition, and will be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF). Port approved 3-18-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

Original Contract:	\$179,098.00
Change Order #2 Increase:	<u>\$ 29,113.00</u>
Contract Price w/Change Order	\$208,211.00

8.4 On a motion made by R. Welliver and seconded by D. Lieto, the AKT Peerless Invoice 38333 in the amount of \$640 was approved for environmental consulting services (services 3-1 / 3-31-15) to be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for the pump house demolition project. Port approved 4-15-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

8.5 On a motion made by D. Lieto and seconded by R. Welliver, the Johnson & Anderson Invoice 38162 in the amount of \$3,730 was approved for inspection and contract administration services (3-1 / 3-28-15) to be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for the pump house demolition project. Port approved 4-15-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

8.6 On a motion made by D. Brose and seconded by R. Welliver, the Johnson and Anderson 1st Amendment for Professional Engineering Service Agreement was approved for construction inspection services for the pump house demolition. Port approved 3-18-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

8.7 On a motion made by D. Lieto and seconded by D. Brose, the Homrich Inc. Change Order No. 3 was approved for the removal of non-hazardous materials at the pump house demolition project. To be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Fund (RLF). Port approved 4-15-15 contingent on BRA approval. Ayes 5 Nays 0. Motion passed.

Contract Price prior to this Change Order:	\$208,211.00
Change Order #3 (Decrease)	<u>\$ - 896.88</u>
Contract Price Incorporating this Change Order	\$207,314.12

8.8 On a motion made by D. Lieto and seconded by R. Welliver, the Contractor's Application for Payment No. 4 was approved. Ayes 5 Nays 0. Motion passed.
Contractor: Homrich, Inc.
Project: Pump house Demolition
Application Period: February 1, 2015 - March 15, 2015
Amount due this Application: \$28,325.31.
Funding Source: Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF).
Port approved 4-15-15 contingent on BRA approval.

New Business cont.:

8.9 Discussion took place on the proposed Brownfield project - Monroe Bank & Trust project located at 601 S. Monroe Street. Approval of the Brownfield Plan will be requested at the May 2015 BRA meeting. No action required.

9. Staff Reports:

• Dan Swallow:

Reported on several ways of funding for Port dock improvements. The Michigan Economic Development Corporation (MEDC) will provide a loan in addition to grant funding for the dock improvement project. The MEDC has indication they cannot offer an outright grant, therefore this project has been structured as an infrastructure loan with BRA capture utilized for repayment. The MEDC has identified several properties in the Port industrial park they would like to include in a Brownfield Plan.

Will meet with the National Park Service from the Omaha office to discuss the 33 acre Northern Battlefield parcel donation today. All documentation has been submitted as requested by the Park Service and will proceed with the donation.

10. Public Comment: None

11. Comments by BRA Board Members:

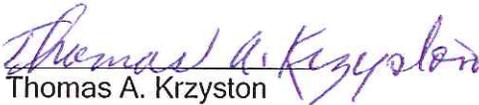
P. William stated he's noticed the pump house building is down but asked J. Emig what's the status of completion. J. Emig replied the landscaping (top soil, mulch and seed), sanitary closure and a stone access roadway need to be completed.

D. Lieto asked if the plans are to transfer the property over to the Battlefield once the demolition project is completed. Dan Swallow replied discussion has been that the River Raisin National Park Battlefield Foundation will take over the parcel and not the National Park Service.

12. Adjournment:

On a motion made by D. Brose and seconded by D. Lieto, the meeting was adjourned at 8:50 a.m. Ayes 5 Nays 0. Motion passed

These minutes of Thursday, April 23, 2015 are not considered official until approved by the Brownfield Redevelopment Authority at its next regular scheduled meeting Thursday, May 14, 2015.


Thomas A. Krzyston
Chairman

May 14, 2015
Date