

DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
January 14, 2009

Members present: Tom Brayak, Tom Rymkos, Gary Olsen, Mark Nelson, Dave Rivard, Larry Grimsby, Don Spodeck

Director: Peter Van Steen

Public: Joe Erickson, Jill Martin, Tony Schomin, Myron Berry, Dennis Bittner, Jim Ridgway, Flo McCormack

1. The meeting was called to order at 7:07 p.m. by Chairman Tom Rymkos in the Circuit Courtroom in the Delta County Courthouse. A quorum was present. The meeting was scheduled for 7:00 p.m. because the RFP Interview Committee met at 6:00 p.m.
2. The Pledge of Allegiance was recited.
3. P. Van Steen requested the following items be added to the agenda as New Business: Quarterly report with payment request, Administrator request for funds, and resignation of Jake DeGrand and Les Ruohomaki. MOTION BY D. SPODECK, SECONDED BY L. GRIMSBY TO ACCEPT THE AGENDA WITH THE ADDITIONS; MOTION CARRIED.
4. MOTION BY D. RIVARD SECONDED BY D. SPODECK TO APPROVE THE MINUTES OF THE PREVIOUS MEETING; MOTION CARRIED.
5. There were no public comments.
6. Financial reports will be reviewed as part of the Quarterly Report in New Business.
7. Old Business
 - A. At the last meeting, Dave Rivard asked if the time and date was convenient for the members. Everyone was comfortable with the meetings on Tuesdays. MOTION BY D. RIVARD, SECONDED BY M. NELSON TO CHANGE THE TIME OF REGULAR MEETINGS FROM 6:00 P.M. TO 6:30 P.M.; MOTION CARRIED.
8. New Business
 - A. Flo McCormack commented the Authority received five proposals and the interview committee met with the firms on January 13 from 1 p.m. to about 10 p.m., making a long day. The consultants were asked the same questions. The Interview Committee met to discuss and review the

proposals to determine which one would be the best qualified to serve Delta County.

- B. Prior to the report from the Interview Committee, Dave Rivard made a statement that Tony Schomin of STS/AECOM served on his reelection committee. Gary Olsen mentioned that he had a conflict of interest with one of the consulting firms. Tom Brayak mentioned that a relative of his is connected with one of the firms and he has worked with the other firms in the past. Peter Van Steen mentioned that while he was at CUPPAD he worked with all of the firms except ECT. The Interview Committee interviewed the five firms on January 13 from 1 p.m. to 9:45 p.m.; and met on January 14 at 6:00 p.m. to discuss the interviews and arrive at a consensus. The Interview Committee recommended that Bittner Engineering/ECT Inc. be selected as the consultant for Delta County. Tom Rymkos mentioned that all the firms were good and Larry mentioned that it was a difficult decision as all of the engineering firms were good.
- C. MOTION BY L. GRIMSBY, SECONDED BY M. NELSON TO SELECT BITTNER ENGINEERING/ECT INC AS THE CONSULTANT FOR THE EPA BROWNFIELDS ASSESSMENT GRANT; ROLL CALL VOTE:

GARY OLSEN: ABSTAIN
TOM BRAYAK ABSTAIN
TOM RYMKOS: YES
MARK NELSON: YES
DAVE RIVARD: YES
DON SPODECK: YES
LARRY GRIMSBY: YES
MOTION CARRIED.

Dave Rivard expressed thanks to the engineering firms for submitting their proposals. Tom Rymkos asked if the Authority could review the firm on an annual basis. Flo said the Authority always has control over the money. She suggested a clause in the contract stipulate that the county can dismiss a consultant without cause with two weeks notice. Flo mentioned that if the consultant does not like provisions in the contract the Authority could use the other firms. Flo will provide a draft contract to the Authority by the end of next week.

- D. Jake DeGrand and Les Ruohomaki submitted resignations as members of the Brownfield Authority. There was discussion as to whether the Authority should continue as a nine-member board or go to a seven-member board. The authorizing resolution allows for five to nine members. MOTION BY L. GRIMSBY, SECONDED BY M. NELSON TO HAVE A SEVEN MEMBER BOARD; MOTION CARRIED. Peter

Van Steen will send a note to the county board stating the Delta County Brownfield Authority is a seven-member board and asking for the County Board to concur.

- E. P. Van Steen submitted a request for reimbursement of programmatic implementation activities for the period of August 1, 2008 through December 31, 2008 for \$825. Flo mentioned that activities that Peter Van Steen is involved with at a regular Brownfield Authority meeting dealing with the EPA Brownfield Site Assessment grant are grant eligible activities. MOTION BY D. RIVARD, SECONDED BY T. BRAYAK TO APPROVE THE REQUESTED AMOUNT; MOTION CARRIED.
- F. P. Van Steen submitted a quarterly report to the Authority for activities from August 1, 2008 through December 31, 2008. There were expenses incurred during the period of \$875 personnel, \$3,552 travel and \$38 for supplies for a total of \$4,415. MOTION BY L. GRIMSBY, SECONDED BY D. RIVARD TO SUBMIT A PAYMENT REQUEST FOR \$4,415 TO EPA FOR REIMBURSEMENT OF EXPENSES; MOTION CARRIED.
- 9. Dennis Bittner thanked the Authority on behalf of Bittner Engineering and ECT for selecting them as the consultant.
- 10. MOTION BY D. RIVARD, SECONDED BY D. SPODECK TO ADJOURN AT 7:59 P.M.; MOTION CARRIED.

Minutes prepared by Peter Van Steen