

# Local Development Finance Authority

## Regular Meeting Minutes

Monday, December 14, 2015  
4:00 p.m., Council Chambers  
South Haven City Hall



City of South Haven

### 1. Call to Order by Valentine at 4:07 p.m.

### 2. Roll Call

Present: Erdmann, Dotson, Gawreliuk, Henry, Schaffer, Timmer, Valentine

Absent: Bolt, Herrera, Klavins

Also present: Jack McCloughan, Economic Development Director; Brian Dissette, City Manager; Kate Hosier, Deputy City Clerk

### 3. Approval of Agenda

Motion by Dotson, second by Gawreliuk to approve the December 14, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – November 9, 2015 Regular Meeting

Motion by Timmer, second by Erdmann to approve the November 9, 2015 regular meeting minutes as written.

All in favor. Motion carried.

### 5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

### 6. Financial Report

Dissette reviewed the financial report, noting the breakdown of LDFA 1, LDFA 2 and LDFA 3 and their fund balances.

Erdmann inquired whether the fairly substantial capital project in LDFA 1 is related to the Bohn property. Dissette responded that he will have to check VandenBosch's notes but believes the capital project is related to the Kalamazoo Street reconstruction.

Motion by Henry, second by Schaffer to approve the financial report as submitted.

All in favor. Motion carried.

## **7. Economic Development Report**

Jack McCloughan, Economic Development Director, reported on recent economic development activities.

## **8. Overton Demolition Invoices**

### **a. Overton Baseline Environmental Assessment Completion**

Dissette noted we have four (4) invoices and one change order to consider, explaining that the change order was related to the demolition contractor finding a tunnel that contained asbestos related material which was covered so was unknown at the time of the bids being taken.

Valentine suggested that the invoices be considered individually.

1. Abonmarche/Eco Demolition: Application #2, in the amount of \$98,706.15

Motion by Henry, second by Dotson that invoice for Application #2 by Abonmarche/Eco Demolition in the amount of \$98,706.15 be approved.

All in favor. Motion carried.

2. Villa Environmental Consultants: Invoice #51630 dated November 25, 2015 for \$1,500.00 related to on-site final testing/final clearance review.

Motion by Henry, second by Erdmann to approve Invoice #51630 for \$1,500.00 by Villa Environmental Consultants.

All in favor. Motion carried.

3. Villa Environmental Consultants: Invoice #51631 dated November 25, 2015 for \$3,300.00 related to drum removal/PCB Cleanup/Asbestos Removal Specification and Management.

Motion by Dotson, second by Gawreliuk to approve the invoice #51631 by Villa Environmental for \$3,300.00.

All in favor. Motion carried.

4. Terra Contracting: Invoice #21113 dated November 17, 2015 for \$8,909.00 to remove/dispose of PCB oil and drum disposal.

Motion by Gawreliuk, second by Erdmann to approve Invoice #21113 by Terra Contracting for \$8,909.00

All in favor. Motion carried.

The board considered details of the change order for asbestos removal by Abonmarche/Eco Demolition, with disposal costs estimated at \$10,000 to \$15,000 depending on the volume of fill to be removed containing the material. Dissette recommended that a change order be authorized with a not to exceed amount of \$15,000.

Motion by Dotson, second by Erdmann to approve the change order for \$10,000 to \$15,000, not to exceed \$15,000, for removal and disposal to an approved land fill of transite panels containing asbestos.

All in favor. Motion carried.

## **9. General Comments**

Henry requested an update on the demolition and environmental cleanup being done at the former Overton site. Dissette updated the board regarding the city taking possession without the costs of environmental cleanup being placed on the shoulders of the community. Underground cleanup has commenced. The contractors may move onto the site in early spring. As he knows more he will notify the entire board.

In response to a question from Valentine Dissette said Abonmarche has completed the survey of the Bohn property and there are substantial expenses for this board or a potential buyer to consider. Dissette noted the city has received an offer on the property contingent on some improvements and Dissette will be sitting down with Abonmarche and the potential buyers to go through the requested improvements and what they mean line by line.

Within the time of the survey being done there has been other interest in the property. Dissette noted the city will work to achieve a win-win situation with all parties.

Discussion ensued regarding the use, job numbers and related issues to which Dissette responded that the prospective buyers have indicated they intend to do light manufacturing at some point.

There was discussion regarding the offer including water, sewer and six hundred (600) amp service being contingencies. Valentine said the money is important, but job creation is more important for the purpose of this board. Dissette has already told them that the board is willing for flexibility on price along with a clear vision for the site. Erdmann encouraged thinking about the potential for employment with all prospective buyers.

Valentine asked if there were any other questions or comments.

Dotson: Noted that he has resigned from the South Haven Board of Education and will be taking a position with the Village of Blissfield; expressed his appreciation for the commitment of these boards; the benefit to him from this experience and noted that it has been a privilege to work with the board members, City Manager Dissette and Economic Director Jack McCloughan. Congratulations were extended by the board members.

## **10. Adjourn**

Motion by Erdmann, second by Dotson to adjourn at 4:30 p.m.

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All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary