

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
BOARD OF DIRECTORS MEETING**

**LOCATION: The Sanders Room at the Grassdale Center
108 Old Reedy Point Bridge Road
Delaware City, DE 19706**

April 13, 2016 – 8:30 a.m.

Meeting Minutes

Council Members:

Susan Frank
Bert Scoglietti
Rick Geisenberger
Richard Cathcart
Laura Lee
Dale Slotter
Herb Netsch
Herb Inden

Advisory Council Members:

Paul Parets
Jeff Bross

Staff:

Jeff Randol, Executive Director
Max Walton, Counsel
Matt Chesser, DNREC

Members of the Public:

Bob Malinowski
Jake Miller, DNREC
Tim Konkus
Ted Laws
Bob Malinowski
Kimberly

I. Call to Order/Introductions/Announcements

Ms. Frank, Chair, called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:47 a.m. and welcomed everyone for attending.

Initially, there was discussion regarding quorum, and whether meetings can be started without quorum. Mr. Walton stated he thought there should be a quorum present to hold meetings. It was commented that maybe there should be a change to the quorum rules in the bylaws.

Minutes

Ms. Frank asked if there were any changes or comments on the March 16, 2016 minutes. With no comments, a motion was made by Mr. Netsch and seconded by Mr. Cathcart to approve minutes from the March 16, 2016 Board meeting. Motion carried.

II. Treasurer's Report

The Treasurer's Report was presented by Mr. Scoglietti, a copy of which is attached hereto as Exhibit A. The net balance of unencumbered funds totaled \$309,463.32. Mr. Scoglietti reviewed the expenses and balances in both Operating and Capital accounts. A motion to accept the Treasurer's report was made and seconded. Motion carried.

Mr. Scoglietti commented that there will be a bond bill hearing at the end of April. Ms. Frank stated that Mr. Randol will be presenting at the meeting, and he will be distributing a handout. Mr. Scoglietti said that the Bond Bill for the Fort Corporation will be heard at the end of the DNREC presentation. Ms. Frank noted that the meeting is open to the public and that anyone can come and comment and/or show support.

III. Legal

Mr. Walton was pleased to report that he had a very short report. He stated that last meeting the Board approved the Annexation with a 4-1 vote and the Annexation will be voted on by the City on May 5. Mr. Walton also stated that due to an error the Delaware City election was postponed, so both the Council Election and Referendum will be held on May 5.

IV. Executive Director Report

A. Project Plan Review and Update. Mr. Randol distributed and discussed the project updates for site engineering, wetlands, utilities, geotechnical, brownfield testing, architectural, site development, historic preservation, marketing & promotion, and property management & administrative.

i. Mr. Randol stated that on April 21, there is a meeting scheduled with Joint Permitting Process for the permit of marina and canal improvements and that there will be another meeting with JPP for river improvements and the dike.

ii. Mr. Randol suggested moving \$47,572.17 from engineering encumbrances to Verizon relocation and keep using that money towards master planning. Mr. Scoglietti stated that there would have to be a separate motion on that, as that would require a separate contract.

iii. Geotechnical – the soil is being tested at the Reedy point site. Mr. Randol spoke about having the site elevated 3 feet which would take the site out of the floodplain. Ms. Lee asked if anyone addressed the change in grading and how/if it

would affect the historical grading on the national register. Mr. Randol said that he met with the National Park Service and SHPO to review the plans. Meeting was well received.

iv. Brownfield testing is done; and it was determined that the dredge material was clean but not able to support buildings. Mr. Cathcart asked if it was suitable for diking. Mr. Randol stated that it is a low permeability soil, so it is good for diking.

v. Architectural – guidelines and standards are ongoing, there will be a meeting on May 3 of the HPC to review.

vi. Site Development – demolition is ongoing. Mr. Randol discussed that there have been some problems locating the utilities and that mapping out the electric has delayed demolition of building #31. The Corporation has had to contract for additional underground mapping of utility services.

vii. Marketing – The websites for visit Delaware City and Fort DuPont launched. Also, on Monday, April 11, Mr. Randol gave a presentation to the community about the annexation and the Fort DuPont project. There were 120 people in attendance. Mr. Netsch wanted compliment Mr. Randol on his presentation. Said he did a great job and handled it very well. Mr. Cathcart stated that 75-85 percent was in favor of the annexation and that a small group opposed. Mr. Parets stated that the citizens in town are starting a visibility campaign with signs and mailings. Mr. Parets stated he had a group of 7 people and it expanded to 25 after the meeting. They plan on sending mailings to all residents before the referendum. Mr. Cathcart commented on the possibility of another public meeting late this month.

There was also a presentation given to the Colonial School District on Tuesday, April 12. The district passed a motion for the superintendent and staff to help in the design process. Mr. Cathcart asked if there would be a public announcement made. Ms. Frank stated she heard that the process takes 5 years. Mr. Scoglietti confirmed that the process does take about 5 years. Ms. Lee asked about the subject of the design of the building. Mr. Randol commented that they are aware that it needs to fit in with the historical character of the site. Mr. Geisenberger commented that any announcement of a feasibility study would be a great idea.

viii. Property Management – We have started working on leases. Short term for events and long term for buildings and state agencies. Mr. Randol and Mr. Walton are working on a lease template for short term events and starting to draft agency leases per the MOUs.

ix. Law enforcement – The property is now being patrolled by Delaware City law enforcement and there is a meeting on April 26 with DHSS, DNREC and Division of Wildlife to discuss site security.

x. Board Meetings. Mr. Randol suggested that the July Board meeting include the Advisory Council and that a tour of the property be incorporated. Ms. Frank also suggested cancelling the June board meeting.

B. Public Updates – Delaware City & School Board (covered above in marketing)

C. Remediation and Demolition – Mr. Randol has received proposals on the remediation of the four residential buildings in phase 1, but not enough money to do all 4. The proposals include gutting the buildings due to the extensive weather damage, mold, asbestos and lead contamination. The cost of Building 43 is \$125,000, building 45 is \$182,000, building 43 is \$142,000, and building 39 is \$169,000. Discussion centered around working on one building now and then re-assess with the new budget in July to move forward with the remaining buildings. Mr. Geisenberger commented that we should think about appropriate reserve amounts before taking it out of the budget. He is concerned about an emergency, especially now that we are responsible for the property. Mr. Scoglietti stated if we took money out for the Officers building (\$169,000) it would leave \$140,000. Mr. Cathcart stated is important to show progress. Mr. Randol suggested that the proposals be revisited in July once we know the funding allocation for 2017 and that he work with the Board officers to prepare a budget for the July Board meeting.

V. Committee Reports

A. Economic Development Committee – Mr. Randol is gathering information on the design and development of a performing and visual arts center and will be reporting back to the committee at its scheduled meeting in May.

B. Project Fund – Nothing to report

C. Historic Preservation Committee – The committee will be meeting in May to work on the Guidelines and Standards

D. Personnel Committee - Ms. Frank stated the health benefits letter had been sent and that a committee consisting of Mr. Cathcart, Mr. Scoglietti, Mr. Geisenberger and herself would be reviewing staff requirements and compensation for FY 2017.

VI. New Business

A. Soils testing of Reed Point North Disposal Site – Mr. Randol recommended a proposal from Duffield to test soil for the use in building dikes and raising elevation of building sites out of the flood plain. The proposed cost is \$14,890. A motion to move forward with Duffield for testing was made and seconded. Motion carried.

- B. Soils Testing for Phase I – Remaining brownfield funds will be used to test soils on Officers Row and in the Canal District to investigate potential contamination. BrightFields will be overseeing the work and reporting to DNREC. Ms. Frank asked why some testing qualifies for the Brownfield money and why some doesn't. Mr. Randol explained that only contaminated or potentially contaminated soil qualifies. Prior to developing any of the property, the Corporation is required to do the investigative soils sampling.
- C. Geophysical Testing for Phase I – Mr. Randol and BrightFields met with DNREC to review archeological testing and assessment requirements for the Canal District and Officers Row. Based on the guidelines from DNREC, BrightFields provided a proposal to do geophysical testing and archeological report at a cost of \$16,000. A motion was made and seconded. Motion carried.

VII. Public Comment

None

VIII. Executive Session

Mr. Walton stated that there would not be an executive session today. A confidential memo would be distributed prior to the meeting if an executive session was called for.

IX. Adjourn

The meeting was adjourned at 9:48 am.