

Village of Sherwood Community Development Authority
Meeting Minutes
Jan. 22, 2020

- 1) Call to Order/Roll Call – *Chairman Kaas called the meeting to order at 6:30p.m. with roll call:*

Present

Cheryl Dewing

Roger Kaas

Jack Kruse

Joyce Laux

Steve McGrath

Todd Thiel

Tom Vande Hey

Absent

None

Others Present

Mary Kohrell – Cal. Co. Econ. Development

Thad Majkowski – Cedar Corp.

Randy Friday – Village Administrator

- 2) Pledge of Allegiance – *Recited.*
- 3) Approval of the Agenda – ***Thiel moved to approve the agenda. Laux seconded. Motion carried unanimously.***
- 4) Approval of Minutes (Nov. 20 – Special Meeting): ***Thiel moved to approve the Minutes. Seconded by Dewing. Motion carried unanimously.***
- 5) Presentation: Promoting Sherwood business development via a local *Developer Tour*. Mary Kohrell, Calumet County Community Economic Development Director, led the Board through an agenda for the proposed 2½ hour event. Utilizing an afternoon, mid-week date in May or June, participants would gather at a local business site where the group would hear information on demographics, opportunities and recent start-ups. Summary data of local surveys and the economic impact of High Cliff State Park would be presented, as well as the current *Historic Downton Concept Plan*, and local business owners’ perspectives. Following the presentation, a tour bus ride would take place viewing *Wanick Park*, the *High Cliff Golf Course* and *Three Putt Pub*, *Dick’s Family Foods*, and the *Historic Downtown Redevelopment* area. A Lake Winnebago boat ride could also be scheduled if desired.
- Chair Kaas suggested adding the *Play and Grow Daycare Center*. Member McGrath offered to design event invitations. Kohrell noted a large mock-up of the re-development area would be helpful to have for the March 18th *In Development Conference* in Oshkosh.
- 6) Registered Citizen Comments on Agenda Items – *None*
- 7) Officer’s Report – Kaas stated he will be coordinating implementation of computers for all Boards and Members, including the Village hosting a separate server for agendas, e-mail accounts and public business, only. An ad Hoc Committee with a member from each Board will be established.

Kaas noted the *Community Development Block Grant (CDBG) – Close Program* continues its work moving to remediate numerous blighted properties in the county, such as the former *Wink-Mart* site in Sherwood.

8) Treasurer’s Report – *None*.

9) Old Business:

a) *Site Remediation at W415 Veterans Avenue* (former *Wink-Mart*): Thad Majkowski (Director; Cedar Corp.) presented information from Cedar’s *Supplementary Site Investigation Report (Jan. 2020)* detailing prior site remediation efforts and further investigated in Nov, 2019 by Cedar Corp., under CDA directive.

Cedar’s findings note residual soil contamination was previously determined and confirmed as not present underneath the former *Wink-Mart* building.

Cedar’s report recommends removing and properly disposing documented soil contamination (*2008 Report; SEH (Short, Elliott, Hendrickson) Site Investigation Report (2015)*). To date, Wis. DNR has limited site development on certain areas of the property to be only at-grade, on a hardscaped (asphalt) surface.

Following removal of remaining contaminated soils, amending the existing *Site Closure Report* to reflect removal will remove all identified contaminated soil from the site and the property can be redeveloped without restrictions.

Cedar’s estimated cost to remove and dispose of approximately 245 tons of contaminated soil, back-fill with clean material, laboratory work, and revise the *Closure Report* is \$32,750. ***Thiel moved to approve removal of contaminated soils as recommended and as soon as possible at an estimated cost not-to-exceed \$32,750, with a final completion date of June 1. Seconded by Laux. Motion carried unanimously.***

10) New Business:

a) Consider formalization of process to conduct *Developer Tour* under guidance from Mary Kohrell (Calumet County). Discussion was held approving the guidelines presented by Mary Kohrell, noting the potential for a *May Tour*. ***Thiel moved to approve going forward with the Developer Tour to be held by June. Seconded by McGrath. Motion carried unanimously.***

11) Correspondences:

a) *Supplemental Site Investigation Report* (Cedar Corp; Jan. 15) – *Reviewed*.

12) Adjournment – ***Hearing no objection Kaas adjourned the meeting at 7:30p.m.***

Respectfully submitted for review and approval by Randy Friday, Acting-Clerk.