

EASTON REDEVELOPMENT AUTHORITY
August 17, 2011

Roll Call

The regular meeting of the Easton Redevelopment Authority was held on Wednesday, August 17, 2011 in the 3rd floor conference room, One South Third Street, Easton, PA. The meeting was called to order at 5:30 p.m. by Richard McAteer. Members present: Mr. McAteer, Ms. Lauritzen, and Ms. Moser-Collins. Staff present: Ms. Longenbach and Ms. Woolverton. Solicitor Dan Cohen was also present.

A motion to approve the meeting minutes of June 15, 2011 and July 12, 2011 was made by Ms. Moser-Collins, seconded by Ms. Lauritzen, approved by all.

New Business

Approval of Bills. Copies of the bills for June and July, 2011 were distributed to the Board. A motion to approve payment of the bills was made by Ms. Lauritzen, seconded by Ms. Moser-Collins, approved by all.

Renewable Contract for Engineering Services. Ms. Longenbach said the contract with Barry Isett and Associates for engineering services has expired and staff would like to enter into a new contract with them. She explained their services are not used frequently, most consistently in the case where a structural assessment is needed, such as 672 Pine Street. A motion to approve the resolution to enter into a contract with Barry Isett and Associates for engineering services was made by Ms. Moser-Collins, seconded by Ms. Lauritzen, approved by all.

Contract with Penmar Systems, Inc for the Francis Building at the Simon Silk Mill. Ms. Longenbach explained an RFP for the demolition services had been released and five responses were received. The low bidder was Penmar Systems, with a base price of \$54,000. Ms. Moser-Collins asked how quickly the work would be performed. Ms. Longenbach said Penmar would need to fulfill bonding and insurance requirements first, and that details were still being worked on with the RACP grant consultant. She said the hope it to begin before Movies at the Mill on September 24, but definitely by the end of the year. A motion to approve the resolution to enter into a contract with Penmar Systems was made by Ms. Moser-Collins, seconded by Ms. Lauritzen, approved by all.

Executive Director's Report. A copy of the Executive Director's report had been included in the packet.

- The RFP for Engineering Services has also been released. 14 responses were received, and a short list of four firms are being interviewed.
- An informational session on CDBG for applicants and City Council members had been held that afternoon.
- She and Mr. McAteer were working with Merchants Bank on Financing for the rehabilitation program.
- She would like to increase the pay rate for Mike Brett, the part-time Economic Development Specialist to \$26.00, effective September 1. She added a resolution would be presented at the next meeting.
- An offer was put in for a parking lot located at 129 Northampton Street. The City and ERA will be working on cooperative agreements for the purchase.
- The Phase IV RACP for Silk Mill will also require a cooperative agreement between the City and ERA.

As there was no further business to attend the meeting adjourned at 6:15 pm.

ATTEST:

BY:

Nancy Moser-Collins
Secretary
DATE:

Richard McAteer
Chair
SEAL:

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