

**BROWNFIELD REDEVELOPMENT AUTHORITY
May 21, 2008 MINUTES**

1. Call to Order. The regular Brownfield Redevelopment Authority (BRA) meeting of May 21, 2008, held in City of Manistee Council Chambers, 70 Maple Street, Manistee, MI, was called to order by Chair Beaver at 9:30 a.m.

Members Present: Frank Beaver, Steve Brower, Dave Carlson, Mark Lindgren, Marlene McBride, Clinton McKinven-Copus, and Lee Trucks.

Members Absent: Jeffrey Stege and Jeff Seng

Others Present: T. Eftaxiadis (Brownfield Consultant) and Sarah Wojciechowski (Recording Secretary)

2. Approval of Agenda. Eftaxiadis asked if agenda item 7 (Unfinished Business) could be deferred until the June 19, 2008, BRA Board meeting. There was a motion by Trucks, seconded by Lindgren, to approve the agenda, as amended. All voted aye, motion carried.
3. Public Hearing. None
4. Approval of Minutes of April 16, 2008. Eftaxiadis noted the April 16, 2008, minutes would be presented to the BRA Board at the next meeting.
5. Financial Reports.
 - a. Invoices for Payment
Eftaxiadis said the invoices listed were paid, after approval by Jon Rose. After discussion, there was a motion by Lindgren, seconded by Trucks, to approve the listing of invoices submitted, totaling \$1,859.83, for the reporting period in March 2008, as listed below. All voted aye, motion carried.

Vendor Name	Invoice Date	Invoice Number	Invoice Amount	Service Description
T. Eftaxiadis	4/27/08	CMBRA-0803H	\$273.01	March '08 (4 hrs); EPA '07 Brownfield Assessment Grant – Hazardous. H1 – Site Selection & Prioritization. H5A – Outreach and Promotion. H5B – Program Mgmt.
T. Eftaxiadis	4/27/08	CMBRA-0803P	\$273.01	March '08 (4 hrs); EPA '07 Brownfield Assessment Grant – Petroleum. P1 – Site Selection & Prioritization. P5A – Outreach & Promotion. P5B – Program Mgmt.
T. Eftaxiadis	4/27/08	CMBRA-0803	\$1,313.81	March '08 (19.25 hrs); Misc. Brownfield Services (Washington School, MNST Iron Works, BRA meetings material prep, EPA Site Profiles, MasTech); American Materials BRA Planning (MDEQ funding application issues)
TOTAL:			\$1,859.83	

6. New Business

Scholle Custom Packaging BEA. Eftaxiadis reported that a meeting took place on May 19, 2008, with representatives of Tire Bug LLC, Renee Ihlenfeldt (Alliance for Economic Success), Mitch (Manistee City Manager), and T. Eftaxiadis, to discuss interest in potential acquisition and redevelopment of the Scholle Packaging property by the Tire Bug LLC. Manufacturing of tire processing equipment and potential Brownfield financial assistance were discussed at that meeting, and Tire Bug LLC was provided with an application for Redevelopment Project Funding and the BRA's Guidelines for processing a Brownfield project. After receipt of the completed application and initial \$1,500 fee, the BRA planning process can be initiated. In the event that the acquisition of the property happens in the next 60 days, performing a BEA through the EPA grant would need to be expedited and completed concurrently with the Supplemental Tar Assessment scheduled for the adjacent MasTech property. Subsequent BRA plan processing fees may be covered by the EPA grant, if authorized by the BRA, based on merits of the project.

After discussion, there was a motion by Lindgren by Trucks, to authorize Jon Rose and Eftaxiadis to discuss with EPA the use of grant funds for doing environmental related activities at the Scholle property as part of their redevelopment. All voted aye, motion carried.

7. Unfinished Business.
 - a. Environmental Consultant RFP
 - b. Site Selection. A listing of "Sites Eligible For Phase I ESAs" (attached hereto and made a part of these minutes) was submitted to the BRA Board. Eftaxiadis suggested having a Public Hearing, to be held on June 18, inviting all those on the site selection listing.

This agenda item was deferred until the June 18, 2008, BRA Board meeting.
8. Other Communications. None.
9. Staff Reports. Eftaxiadis prepared and presented a report to the City of Manistee Council regarding the Brownfield Development Authority, covering the function of the BRA, and a summary of activities.
10. Citizen Questions, Concerns and Consideration. None.
11. Work/Study Session. None.
12. Adjournment. The consensus of the Brownfield Development Authority was to adjourn at 9:47 am. The next BRA meeting will be held on June 18, 2008, at 9:30 a.m. in the City of Manistee Council Chambers, 70 Maple Street.

Minutes of May 21, 2008, respectfully submitted by

Sarah Wojciechowski
Recording Secretary

Approved at BRA meeting on 8/20/08