

BROWNFIELD REDEVELOPMENT AUTHORITY
July 16, 2008 MINUTES

1. Roll Call. The regular Brownfield Redevelopment Authority (BRA) meeting of July 16, 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, Marlene McBride, Jeffrey Stege, and Lee Trucks.

Members Absent: Clinton McKinven-Copus and Jeff Seng

Others Present: T. Eftaxiadis (Brownfield Consultant), Rochelle Rollenhagen (Brownfield Coordinator for the Little River Band of Ottawa Indians), Jon Rose (Director, Community Development, City of Manistee), and Sarah Wojciechowski (Recording Secretary)

2. Approval of Agenda. There was a motion by Carlson, seconded by Trucks, to approve the agenda as submitted. All voted aye, motion carried.
3. Public Hearing. None.
4. Approval of Minutes of May 21, 2008. This item was postponed until the next BRA meeting.
5. Financial Reports. None.
 - a. Invoices for Payment. None.
6. New Business.
 - a. RFQ for consultant on USEPA Grants. Eftaxiadis discussed with the BRA the initial draft of the "Notice of Request for Qualifications and Cost Proposal for Brownfield Assessment and Consulting Service" that, once finalized, will be mailed to environmental consulting firms who have expressed interest in receiving it. There will be a notice in the News Advocate about the solicitation. Eftaxiadis suggested forming a committee consisting of himself, Jon Rose, and two BRA members, to prepare the final version of to prepare the final version of the RFQ/P and to review the proposals once received. After discussion, there was a motion by Trucks, seconded by Stege, to form a Proposal Review Committee consisting of Beaver, Eftaxiadis, McBride, and Rose. All voted aye, motion carried.
7. Unfinished Business. None.
8. Other Communications. None.
9. Staff Reports. Rose said everything is proceeding rapidly for American Materials. The final CMI from DEQ was \$520,000 and the loan was \$228,000. It was more than originally expected, and will cut the cost for TIF reimbursement, which will start in 15 years following the expiration of the Rez Zone.

Eftaxiadis said the Housing Commission is in the process of discussing the acquisition of the former Manistee Plating property, the building between Harbor View and Century Terrace,

for potential future commercial and public residential mixed use. The DEQ has been remediating this property for the last several years, and they had placed a lien on the property for its increased value to cover their environmental costs. The DEQ has agreed to release its lien for \$850,000, covering environmental costs, for \$2,200. A baseline environmental assessment may be required in order for the Housing Commission to acquire the property. Next month, action may need to be taken on this item to decide if the BEA can be authorized under the EPA Brownfield grant.

10. Citizen Questions, Concerns and Consideration. Chair Beaver introduced Rochelle Rollenhagen, Brownfield Coordinator for the Little River Band of Ottawa Indians. She said she is interested in events taking place in the BRA.
11. Work/Study Session. None.
12. Adjournment. Chair Beaver noted the Brownfield Development Authority meeting was adjourned at 10:19 am. The next BRA meeting will be held on August 20, 2008, at 9:30 a.m. in the City of Manistee Council Chambers, 70 Maple Street.

Minutes of July 16, 2008, respectfully submitted by

Sarah Wojciechowski
Recording Secretary

Approved at BRA meeting on 8/20/08