

BROWNFIELD REDEVELOPMENT AUTHORITY

December 17, 2008 MINUTES

1. Roll Call. The regular Brownfield Redevelopment Authority (BRA) meeting of December 17, 2008, held in City of Manistee Council Chambers, 70 Maple Street, Manistee, MI, was called to order by Chair Beaver at 9:36 a.m.

Members Present: Frank Beaver, Steve Brower, Donald Kuk, Jeff Seng, and Jeff Stege.

Members Absent: Dave Carlson, Marlene McBride, Clinton McKinven-Copus, and Lee Trucks.

Others Present: T. Eftaxiadis (Brownfield Consultant), Jon Rose (Director, Community Development, City of Manistee), and Sarah Wojciechowski (Recording Secretary)

2. Approval of Agenda. There was a motion by Brower, seconded by Stege, to approve the agenda as submitted. All voted aye, motion carried.
3. Public Hearing. None.
4. Approval of Minutes of November 19, 2008. There was a motion by Brower, seconded by Seng, to approve the minutes of November 19, 2008. All voted aye, motion carried.
5. Financial Reports.
 - a. Invoices for Payment. There was a motion by Brower, seconded by Kuk, to accept the Summary of Invoices Submitted for Payment totaling \$1,569.75 (copy attached hereto and made a part of these minutes.) All voted aye, motion carried.
6. New Business.
 - a. EPA Brownfield Assessment Grant RFP – Proposals Review Discussion. Eftaxiadis said the Review Committee met to review proposals received from qualified environmental consulting firms to perform Phase I and Phase II Environmental Site Assessments (ESA), Baseline Environmental Assessments (BEA) and Due Care Plans or Remediation Plans. These proposals were ranked and discussed by the Review Committee, after which they arrived at their proposed recommendations to be submitted to the Brownfield Redevelopment Authority. Eftaxiadis made a presentation on these rankings and the Review Committee's recommendations. After discussion, it was decided that Eftaxiadis would send detailed information, via CD's, to the Brownfield Redevelopment Authority members for their review, regarding the request for proposals and proposals received. Decisions on entering into negotiations and contracts for environmental services under the EPA grant will be postponed until the January 21, 2009, BRA meeting.
7. Unfinished Business. None.
 - a. None.
8. Other Communications. It was noted that Mastech Manufacturing, LLC, is moving forward with their Windspire (vertical wind axis) project. Mastech made an application for an Act 328 100% five

year tax exemption from 2009 through 2013, which was approved at the Manistee City Council at their meeting on December 16, 2008.

9. Staff Communications. Rose said Reith Riley and American Materials said reconstruction of part of the sea wall is needed and they have applied to have this included in the grant.
10. Citizen Questions, Concerns and Consideration. None.
11. Work/Study Session. None.
12. Adjournment. Chair Beaver noted the Brownfield Development Authority meeting was adjourned at 11:08 am. The next BRA meeting will be held on January 21, 2009, at 9:30 a.m. in the City of Manistee Council Chambers, 70 Maple Street.

Minutes of December 17, 2008, respectfully submitted by

Sarah Wojciechowski
Recording Secretary

Approved at BRA meeting on January 21, 2009