

BROWNFIELD REDEVELOPMENT AUTHORITY

April 7, 2009 MINUTES

1. Roll Call. The regular Brownfield Redevelopment Authority (BRA) meeting of April 7, 2009, held in City of Manistee Council Chambers, 70 Maple Street, Manistee, MI, was called to order by Vice Chair McKinven-Copus at 7:05 a.m.

Members Present: Steve Brower, Dave Carlson, Marlene McBride, Vice Chair Clinton McKinven-Copus, Jeff Seng, and Jeff Stege

Members Absent: Frank Beaver, Donald Kuk, and Lee Trucks

Others Present: Lee Blodgett (EC&S), T. Eftaxiadis (Brownfield Consultant), Jon Rose (BRA Administrator), and Sarah Wojciechowski (Recording Secretary)

2. Approval of Agenda. The consensus of the BRA was to approve the agenda as submitted.
 3. Public Hearing. None.
 4. Approval of Minutes of March 3, 2009. There was a motion by Stege, seconded by Carlson, to approve the minutes of March 3, 2009. All voted aye, motion carried.
 5. Financial Reports.
 - a. Invoices for Payment. There was a motion by Stege, seconded by Brower, to approve the invoice summary (attached hereto and made a part of these minutes) for a total of \$3,211.45. Eftaxiadis explained that the invoice summary includes charges for MDEQ's review of 381 Work Plan for the Americal Materials project over one year ago.) All voted aye, motion carried.
 6. New Business.
 - a. BRA Plan for former Scholle site. Eftaxiadis said a Brownfield Plan is needed for the former Scholle Custom Packaging property, so that the new developer, AMPTECH, Inc., qualifies for applying for MBT credit. A draft of the plan was included in the BRA member's packets (copy attached hereto and made a part of these minutes.) There would be no Tax Increment Financing involved. A Public Meeting has to take place, and notices of a Public Meeting are ready to be sent out following BRA's approval of the Plan. Eftaxiadis submitted a draft of a Resolution approving the Brownfield Plan for the AMPTECH Redevelopment project (copy attached hereto and made a part of these minutes.) After discussion, there was a motion by Stege, seconded by Carlson, to approve the Resolution. All voted aye, motion carried.
 - b. BRA Plan for Manistee Peninsula. Eftaxiadis said a Brownfield Plan is needed for the Manistee Peninsula properties to allow prospective redevelopment and expansion projects to qualify for Michigan Business Tax credits. A draft of the plan was included in the BRA member's packets. After discussion, there was a motion by Brower, seconded by Carlson, to approve the Resolution approving the Brownfield Plan for the Manistee Peninsula (attached hereto and made a part of these minutes.)

All voted aye except McBride and Seng abstained, indicating they had an interest in the Peninsula properties. Motion carried. Vice-Chair McKinven-Copus requested that all future resolutions be numbered and dated.
- EPA Grants – BEA for former Scholle Custom Packaging site. Eftaxiadis said that the BRA's consultant will be authorized to prepare a Category D BEA as soon as Amptech informs us of acquiring the Scholle property. That is expected to happen in the next couple weeks.

Vice-Chair McKinven-Copus left the meeting at this time, 7:58 am. Secretary Brower took over the meeting.

7. Unfinished Business.
 - a. Site inventory Public Meeting. Eftaxiadis said we will combine the Public Meeting to discuss the Site Inventory with a discussion of the Brownfield Plan for the Peninsula and brownfield planning in general. Late April is being considered for this Public Meeting.
 - b. Rose said Frank Beaver, Chair of the BRA, and at least one more member is unable to consistently attend the BRA meetings at 7:00 am on the first Tuesday of the month, and asked the BRA members if they would like to consider rescheduling the meeting date and time. Staff was directed to again review the BRA members meeting scheduling preferences and list the top three preferences, which could then be sent to the BRA members for their consideration.
8. Other Communications.
 - a. Status of ESAs at former Scholle site. Eftaxiadis said, based on AMPTECH's apparent commitment to proceed with their redevelopment project and payment of the application fee. EPA grant funds were used to do the Phase II ESA. At this point, the report has not been finalized, but the information from the Phase II ESA will be used to complete the BEA discussed in Item 6c above.
9. Staff Communications.
 - a. EPA Brownfield Job Training grants. Eftaxiadis said there was an opportunity, under the Stimulus Package, to pursue a \$500,000 EPA Brownfield grant to train people to do environmental and restoration work. Based on discussion and communications with the EPA, this round of grants tends to favor larger communities, so a decision was made not to apply at this time. In July the BRA will need to discuss whether we want to pursue EPA Brownfield clean up grants for specific properties.
10. Citizen Questions, Concerns and Consideration. None.
11. Work/Study Session. None.
12. Adjournment. There was a motion by Carlson, seconded by Seng, to adjourn at 8:06 a.m... All voted aye, motion carried. The next BRA meeting will be held on May 5, 2009, at 7:00 a.m. in the City of Manistee Council Chambers, 70 Maple Street.

Respectfully submitted by

Sarah Wojciechowski
Recording Secretary

Approved at the BRA meeting on July 7, 2009