

BROWNFIELD REDEVELOPMENT AUTHORITY
May 4, 2010 MINUTES

1. Roll Call. The regular Brownfield Redevelopment Authority (BRA) meeting of May 4, 2010, held in City of Manistee Council Chambers, 70 Maple Street, Manistee, MI, was called to order by Chair Beaver at 2:10 pm.

Members Present: Chair Frank Beaver, Dave Carlson, Marlene McBride, Clinton McKinven-Copus, Jeff Seng, and Jeff Stege

Members Absent: Steve Brower, Donald Kuk, and Lee Trucks

Others Present: Jon Rose (BRA Administrator), and Sarah Wojciechowski (Recording Secretary)

2. Approval of Agenda. There was a motion by Carlson, seconded by Clinton McKinven-Copus, to approve the agenda as submitted. All voted aye, motion carried.
3. Public Hearing. None.
4. Approval of Minutes of March 2, 2010. There was a motion by Carlson, seconded by Seng, to approve the minutes of March 2, 2010. All voted aye, motion carried.
5. Financial Reports.
 - a. Invoices for Payment. There was a motion by McKinven-Copus, to approve invoices for payment, totaling \$13,313.41, (attached hereto and made a part of these minutes.) All voted aye, motion carried.
6. New Business. T. Eftaxiadis, due to the fact he could not attend the May 4, 2010, BRA meeting, submitted information notes regarding articles 6a through I, and 7a through b (attached hereto and made a part of these minutes.)
 - a. American Materials MDNRE Grant/Loan Extension. After discussion, there was a motion by McKinven-Copus, seconded by Seng, to authorize staff to request extensions of the MDNRE Grant and Loan and amend the agreements between MDNRE and CMBRA to extend the grant and loan periods. All voted aye, motion carried.
 - b. MDNRE Loan Balance Transfer. After discussion, there was a motion by McKinven-Copus, seconded by Seng, to approve staff request re-allocation of the MDNRE loan balance for the American Materials seawall repair project. All voted aye, motion carried. There was a motion by McKinven-Copus, seconded by McBride, to authorize staff to request and sign necessary documents to amend the agreement between CMBRA and American Materials as related to the MDNRE loan. All voted aye, motion carried.
 - c. US EPA Brownfield Assessment Grants extension request. The US EPA Brownfield Assessment Grants (Hazardous and Petroleum) are due to expire on September 30, 2010. After discussion, there was a motion by McKinven-Copus, seconded by Carlson, to approve staff signing the necessary documents to request extending US EPA grants for two more years. All voted aye, motion carried.

- d. 334 River Street site BRA Plan authorization. After discussion, there was a motion by McKinven-Copus, seconded by McBride, to authorize staff working with the developer to prepare a BRA plan for CMBRA action at its June meeting. All voted aye, motion carried.
 - e. 334 River Street site MDNRE Grant/Loan application authorization. After discussion, there was a motion by McKinven-Copus, seconded by Stege, to authorize staff to prepare an application for an MDNRE Grant/Loan. All voted aye, motion carried.
 - f. General Chemical (North) BRA Plan authorization. After discussion, there was a motion by Seng, seconded by Carlson, to move forward with a BRA plan for CMBRA action at its June or July meeting, depending on the timing of the acquisition of the property. All voted aye, motion carried.
 - g. General Chemical (North) BEA & Due Care Plan authorization. As described in item 6f above and in the informational notes from Eftaxiadis, a private entity is currently negotiating the acquisition of the General Chemical property, located north of the American Materials property, to develop a wood processing operation.
 - h. US EPA Brownfield Grants Brochure. Chair Beaver called attention the brochure distributed to BRA members for their consideration, and noted recommendations regarding distribution would be discussed at the next meeting.
 - i. Sewer separation on the Jones Street project and approval by the EPA to use grant money. BRA board needs to approve environmental assessment in the rights of way to make sure the workers won't be exposed to inappropriate levels of contamination. There was a motion by Carlson, seconded by McKinven-Copus, to approve an environmental assessment in the rights of way for the Jones Street project. All voted aye, motion carried.
7. Unfinished Business.
- a. US EPA Brownfield Assessment Grants – misc Phase I ESAs status. The Phase I ESA consultant (EC&S) is still working on completing the four Phase I ESAs assigned to them. Staff has received and reviewed draft reports for the Seng Marina and A Storage Inn sites, have provided comments, and anticipate receipt of the final reports for these two sites. Depending on the resolution of the issue of EC&S's review of the MDNRE files, staff will provide recommendations to CMBRA concerning the future of its contract with EC&S.
 - b. US EPA Brownfield Assessment Grants – 334 River Street Phase II ESA status. Initial and additional soil and waste samples collected at the property confirmed that it is a “facility.” The findings of the ESA were used by NTH to prepare a BEA on behalf of the new property and owner and the CMBRA under the US EPA Grant (Hazardous) for disclosure to MDNRE. Additionally, the analytical data will be used to pursue MDNRE funding and develop a BRA Plan.
8. Other Communications. There was a question as to whether further information was received regarding the Vogue theater, and the response was no.
9. Staff Communications.
- a. US EPA Revolving Loan Fund Status. Staff was notified by the US EPA that CMBRA was not awarded a grant. Six Revolving Loan Fund grants were awarded in Michigan, to larger communities.
 - b. River Parc Place Potential BRA Plan. Rose said the River Parc developer approached Manistee County Brownfield Authority, asking for an amendment for an extension of years. Rose noted that he would discuss and manage this issue, as T. Eftaxiadis represents the developer.

10. Citizen Questions, Concerns and Consideration. None.

11. Work/Study Session. None.

12. Adjournment. Chair Beaver declared the meeting was adjourned at 2:57 pm. The next BRA meeting will be held on June 2, 2010, at 2:00 pm in the City of Manistee Council Chambers, 70 Maple Street.

Respectfully submitted by

Sarah Wojciechowski
Recording Secretary

Approved at the BRA meeting on 6-1-10