

BROWNFIELD REDEVELOPMENT AUTHORITY
FEBRUARY 18, 2009 MINUTES

1. Roll Call. The regular Brownfield Redevelopment Authority (BRA) meeting of February 18, 2009, held in City of Manistee Council Chambers, 70 Maple Street, Manistee, MI, was called to order by Vice Chair McKinven-Copus at 9:32 a.m.

Members Present: Steve Brower, Dave Carlson, Donald Kuk, Vice Chair Clinton McKinven-Copus, Jeff Seng, Jeff Stege, Lee Trucks.

Members Absent: Frank Beaver and Marlene McBride

Others Present: Jon Rose (Director, Community Development, City of Manistee), 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 January 21, 2009. There was a motion by Brower, seconded by Kuk, to approve the minutes of January 21, 2009. All voted aye, motion carried.
5. Financial Reports.
 - a. Invoices for Payment. There was a motion by Brower, seconded by Seng, to accept the Summary of Invoices Submitted for Payment totaling \$5,251.13 (copy attached hereto and made a part of these minutes.) All voted aye, motion carried.
6. New Business.
 - a. Brownfield Plan for Scholle Site. Rose said it is anticipated that a new business will be moving into the Scholle building, and they have approached us to do a Phase I and Phase II, which we agreed to do under the new EPA grant. They may need a brownfield plan in order to qualify them for tax credits from the state. If this proceeds, a special BRA meeting will need to be scheduled to act on the brownfield plan.
7. Unfinished Business.
 - a. Set up a public meeting day/time for the nomination of inventoried Brownfield Sites for Phase I and II ESAs. Tabled.
8. Other Communications. A discussion was held regarding the BRA regular meeting schedule. There was a motion by Trucks, seconded by Seng, to change the BRA regular meeting schedule to the first Tuesday of each month at 7:00 am. All voted aye, motion carried.
9. Staff Communications. There was a discussion regarding water and sewer separation and grants. The estimate for water, sewer, and some streetscape projects would be \$1,100,000. Every project has been submitted to various places for stimulus money. There is a DEQ deadline to have separation completed by 2011. Surveying and TOPOs have been done, but not actual bid documents. Preliminary drawings have to be done by May to meet the July SRF application date. If SRF and DWRP are used, construction will be on schedule in the spring of 2010. The council of governments uses their opinions as to which projects to move up on the list.

The potential BRA plan for the Manistee Peninsula still remains tabled.

10. Citizen Questions, Concerns and Consideration. None.

11. Work/Study Session. None.

12. Adjournment. There was a motion by Carlson, seconded by Brower, to adjourn at 10:05 am. All voted aye, motion carried. The next BRA meeting will be held on March 3, 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 March 3, 2009