

CITY OF MANISTEE BROWNFIELD REDEVELOPMENT AUTHORITY

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

March 5, 2013

A regularly scheduled meeting of the Manistee City Brownfield Redevelopment Authority was held on Tuesday, March 5, 2013 at 2pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 2:03 pm by Chair McKinven-Copus

Roll Call:

Members Present: Steve Brower, Don Kuk, Marlene McBride, Michael Mackin, Clinton McKinven-Copus, Jeffrey Stege,

Members Absent: Dave Carlson, Lynn Reinhardt (excused), Vacancy

Others: T. Eftaxiadis (Environmental & Brownfield Consulting), Jon R. Rose (BRA Administrator), and Denise Blakeslee (Temporary Recording Secretary)

APPROVAL OF AGENDA

Motion by Jeff Stege, seconded by Steve Brower that the agenda be approved as prepared.
With a voice vote this motion passed unanimously.

PUBLIC HEARING

None

APPROVAL OF MINUTES

Motion by Don Kuk, seconded by Jeff Stege that the minutes of the August 7, 2012 Brownfield Redevelopment Authority Meeting be approved as prepared.

With a voice vote this motion passed unanimously.

FINANCIAL REPORTS

Invoices for payment - Members reviewed the Summary of Invoices Submitted for Payment.

MOTION by Don Kuk, seconded by Jeff Stege to approve payment of invoices as follows:

VENDOR NAME	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT	SERVICE DESCRIPTION
Fibertec Environmental Services	14-Sep-12	11136	\$16.00	Polarized light microscopy-334 River Street project, floor and mastic samples
Fibertec Environmental Services	19-Sep-12	92415	\$10.00	334 River Street project; flaking paint sample
Environmental Data Resources	11-Sep-12	3402665	\$325.00	Research service, Veterans Memorial Park, Maple Street/Memorial Drive.
Environmental Data Resources	11-Sep-12	3403230	\$325.00	Research service, River Parc Place, 86 Washington St.
Environmental Data Resources	10-Sep-12	3402660	\$325.00	Research service, City of Manistee Industrial Park area, Duffy Park Drive, Duffy Park/S. Glocheski Drive.
Environmental Data Resources	11-Dec-12	3470615	\$375.00	EPA Hazardous Grant Task H2B-CH1 - Hotel Chippewa; Phase I ESA
Geotech	11-Oct-12	383785	\$312.47	Environmental equipment (handle, cross; extension; auger)
NTH Consultants	10-Aug-12	584657	\$6,642.91	Phase II Bookmark \$1,510.22; Phase II Hotel Northern \$2,098.54.
NTH Consultants	10-Aug-12	584658	\$3,700.00	Bookmark Phase 1; 23 Ashland Site Phase I; US-31 Sand Pit Phase I; Rodeway Inn Phase I; Hotel Northern Phase I,
NTH Consultants	26-Oct-12	586144	\$2,150.95	River Parc Place II Phase BEA Update and BEA 86 Washington.
NTH Consultants	26-Dec-12	587311	\$8,238.65	Engineering & Consulting Services Phase II Environmental Services
NTH Consultants	7-Jan-13	587548	\$4,464.16	Engineering & Consulting Services, Phase II Environmental Services
Abonmarche	31-Oct-12	105545	\$400.00	Professional Services, Century Terrace Monitor Wells
Eftaxiadis Consulting Inc.	17-Oct-12	CMBRA-1209H	\$2,132.00	Consulting Services - USEPA 2007 Grant - Hazardous
Eftaxiadis Consulting Inc.	17-Oct-12	cmbra-1209p	\$2,214.00	Consulting - USEPA Grant - Petroleum
Eftaxiadis Consulting Inc.	15-Nov-12	CMBRA-1209D	\$328.00	Technical Service - MDEQ Grant, 334 River Street, Sept 12 misc. technical services
Eftaxiadis Consulting Inc.	14-Dec-12	CMBRA-1211H	\$3,280.00	Consulting Services - USEPA 1007 Grant - Hazardous
Eftaxiadis Consulting Inc.	14-Dec-12	CMBRA-1211P	\$1,414.50	Consulting Services - USEPA 1007 Grant - Hazardous
Eftaxiadis Consulting Inc.	29-Jan-13	CMBRA1212-P	\$287.00	USEPA 2007 Grant - Petroleum
Eftaxiadis Consulting Inc.	14-Jan-13	CMBRA-1212-H	\$1,619.50	Environmental Consulting and Consulting - USEPA 2007 Grant - Hazardous
Eftaxiadis Consulting Inc.	30-Jan-13	CMBRA-1212D	\$233.75	Technical Services _ MDEQ Grant (334 River St.)233.75

Eftaxiadis Consulting Inc.	3-Dec-12	CMBRA-1211D	\$471.50	Technical Service - MDEQ Grant, 3334 River Street. Oct and Nov 2012 misc technical services
TOTAL:			\$39,265.39	

With a voice vote motion passed unanimously.

NEW BUSINESS:

US EPA Grants Status

Mr. Eftaxiadis gave the members an update on the following projects:

- Harbor View – Phase II Environmental Site Assessment (ESA) was completed. Low levels of heavy metals were detected in few soil and groundwater samples at concentrations exceeding cleanup criteria; the site is a “facility”. The metals are associated with fill materials, typical throughout City.
- Century Terrace - Phase II Environmental Site Assessment (ESA) was completed. Low levels of heavy metals and PNAs were detected in soils at several locations; the site is a “facility”. No contamination was detected in the groundwater.
- Seng’s Marina – A Phase II ESA was requested by owner, due to future expansion considered for portions of the property. The ESA has been completed and we have just received the draft report for review. We will discuss it at next meeting.
- River Park Place II – Mr. Eftaxiadis stated that he represents the developer; has cleared potential conflict of interest with attorney. As part of the property transfer, the new owners requested a Baseline Environmental Assessment (BEA) through the EPA grant. The BEA, including an updated Phase I ESA was performed by NTH as required before submitting the BEA to the State. The developer has had discussions with City on collaborating on Brownfield Plan to include Public Infrastructure Improvements in the vicinity of the site. The BRA Plan approved in 2005 through the County BRA was never “activated”, as the former developer completed “eligible” activities but did not request reimbursement of eligible costs, therefore the old BRA Plan can be terminated; a new one may be developed for the new and expanded project . This issue will be addressed at a future meeting.
- Former Hotel Chippewa – The prospective buyer and its financial institution have requested Phase I & Phase II ESAs and a BEA, if needed. The property had a greenhouse on it and has potential environmental issues associated with pesticides and other chemicals used. We will begin a Phase II ESA when the weather permits, subject to receiving a better redevelopment plan from the developer, in order to justify funding from the EPA grant.
- Veterans Memorial Park – A Phase I ESA is being performed at this site, to assist the DDA with assessing the suitability of site conditions for placing buildings or other structures on the site at a future. There are past Leaking UST issues associated with nearby properties that may impact

the park site. We just received the draft ESA report from NTH for review. We will report on the findings at the next meeting.

- MAPS Vocational Training Building – A redeveloper who has a purchase agreement on the property, has requested the BRA’s assistance with performing ESAs at the site due to the past uses of the building (auto dealership and garage). The proposed future use is for an eating and drinking establishment. There are hoists with hydraulic oils, used motor oil, stained floors with floor drains, and asbestos on site. The preliminary findings of the ESAs will be available in the next two weeks. A BRA Plan will be probably required to deal with site environmental conditions, removal of hoists, asbestos, cleaning floors, etc. An application for BRA’s financial assistance and a development plan will be required prior to processing a BRA Plan.

- Tuscan Grill – We are working with the City , the buyers and the DDA in dealing with the environmental due diligence issues related to the acquisition of the property We are currently conducting the Phase I & Phase II ESAs; NTH completed the sampling last week. We anticipate the need for a BEA. We are operating under an extremely tight schedule, due to the anticipated purchase of the property in May, wanting to open the restaurant in June. Previous sampling in 2008 (Phase I & II) was done by bank; however we have to have new samples and a Phase I ESA to move forward with the BEA.

Prospective River Parc Place II BRA Plan – as discussed earlier a request may be received for a BRA Plan.

Prospective MAPS Vocational Training BRA Plan - as discussed earlier a request may be received for a BRA Plan

UNFINISHED BUSINESS

None

OTHER COMMUNICATIONS

None

STAFF COMMUNICATIONS

Scanner/Plotter

Mr. Rose spoke to the members about purchasing a large document sized scanner/plotter with grant funds. Mr. Eftaxiadis said that there is money from both grants that could be used for the purchase, and that the scanner is needed to deal with many large size documents generated under the grant work.

Mr. Rose asked if the members would authorize up to \$10,000 of grant funds for the purchase of the equipment.

MOTION by Don Kuk, seconded by Marlene McBride that the BRA authorizes the spending up to \$10,000 to purchase a large document sized scanner/plotter with grant funds. Motion unanimously approved.

Brownfield Act Amendments

T. Eftaxiadis discussed with the members recent amendments to the Brownfield Redevelopment Financing Act (P.A. 381 of 1996), and the implications of the amendments to the business of the BRA.

Training

New members on the Authority asked about training. Mr. Eftaxiadis spoke to the members about providing a training that would last approximately two hours. Discussion followed and will confirm with members a training session following the April 2, 2013 meeting starting around 4pm.

CITIZEN QUESTIONS, CONCERNS AND CONSIDERATION:

None

WORK/STUDY SESSION

None

The next regular meeting of the Brownfield Redevelopment Authority will be held on Tuesday, April 2, 2013 at 2pm in the Council Chambers.

ADJOURNMENT

Motion by Don Kuk, seconded by Marlene McBride that the meeting be adjourned.

MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 3:25 pm

BROWNFIELD REDEVELOPMENT AUTHORITY

Denise J. Blakeslee
Temporary Recording Secretary