

DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
August 12, 2008

Members present: Dave Nordin, Donald Spodeck, Tom Brayak, Tom Rymkos, Gary Olsen, Mark Nelson, and Dave Rivard

Members Absent: Jake DeGrand, Peter Van Steen

Public: Joe Erickson

1. The meeting was called to order at 6:00 p.m. by Chairman Tom Rymkos in the Circuit Courtroom in the Delta County Courthouse.
2. The Pledge of Allegiance was recited.
3. A roll call was taken; a quorum was present with Jake DeGrand and Peter Van Steen excused.
4. The minutes of the previous meeting were reviewed. MOTION BY D. SPODECK, SECONDED BY D. RIVARD TO APPROVE THE MINUTES AS PRINTED; MOTION CARRIED.
5. The list of consultants was reviewed and the two drafts of RFQ letter was discussed. MOTION BY T. BRAYAK SECONDED BY D. NORDIN TO SEND THE LONG VERSION OF THE RFQ LETTER ASKING FOR 12 COPIES, MOTION CARRIED.
6. MOTION BY D. NORDIN, SECOND BY T. BRAYAK TO PLACE A BOX AD IN THE NEWSPAPER AND COPY OF RFQ LETTER ON THE WEBSITE.
7. The site nomination form was reviewed. MOTION BY G. OLSON, SECOND BY D. NORDIN TO APPROVE THE FORM WITH A RETURN ADDRESS AND GRAPH PAPER FOR A SKETCH ON THE BACK.
8. The site selection criteria was discussed. There was discussion about an inquiry by the owners of Cycle City and the Brownfield program. D. Rivard informed the BRA about his meeting with Congressmen Stupak.
9. The next meeting is scheduled for Tuesday, September 9, 2008 at the Circuit Courtroom in the Courthouse.
10. MOTION BY , SECONDED BY TO ADJOURN AT 7:38 P.M.; MOTION CARRIED.

Minutes prepared by Joe Erickson

The cover letter along with several copies of the site nomination forms would be sent to township supervisors, city offices, village office, real estate agents, financial institutions, chamber of commerce, Delta County EDA office, title and abstract offices, Delta County engineering firms.

DRAFT

**DELTA COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY
310 LUDINGTON STREET
ESCANABA, MI 49829**

Dear:

The United States Environmental Protection Agency (US EPA) has awarded Delta County two Brownfield Assessment Grants. The grants are for the assessments of suspected or confirmed petroleum contaminated or hazardous contaminated properties located throughout Delta County. The expected outcome of this project will be the completion of Phase I and Phase II Environmental Site Assessments and Baseline Environmental Assessments (BEA). It is hoped these properties will be eventually reused for commercial or residential uses.

The Delta County Brownfield Redevelopment Authority has begun the process of inventorying sites in the county. We are seeking your help in nominating sites for further investigation. These Brownfield sites would be properties where there is the **presence or potential presence of a hazardous substance, pollutant, or contamination that hinders the expansion, redevelopment or reuse of the property.**

An environmental engineering firm will be assisting the Brownfield Authority with further investigation of the sites.

At this time, the Brownfield Authority encourages you to complete the attached Site Nomination Form and return it to the Brownfield Authority at the Delta County Courthouse. Several copies of the Site Nomination Form are enclosed, we encourage you to submit as many sites as you are aware of.

Please forward the form to:
Delta County Brownfield Authority
Delta County Courthouse
310 Ludington Street
Escanaba, MI 49829

For further information please contact:

Sincerely,

DELTA COUNTY BROWNFIELD AUTHORITY

SITE NOMINATION FORM

Name of Site: _____

Address: _____

Current Owner of the Property: (Name and phone number) (indicate if owner is aware of nomination)

Legal Description:

Past Uses of the Property:

Potential Uses of Property:

Please provide a sketch of the parcel showing buildings and other features of interest on back.

Form Submitted by: _____

SITE NOMINATION REVIEW FORM

Site Name: _____

Site Nomination Form Information:

- Current owner's name/phone Number
- Legal description of site
- Past uses of property
- Potential uses of property
- Sketch of site

Additional Information:

- Property owner is aware of site nomination: contacted or written verification
- Location of property on road
 - on federal or state trunkline
 - on county primary road
 - on county secondary road
 - on city/village major street
 - on city/village street
 - distance from federal or state trunkline
- Interested developer of property yes no if yes: name:
- Property for sale yes no
- Sensitive populations nearby:
 - school:
 - nursing home:
 - recreational facility:
 - medical facility:
 - residential population/neighborhood:
- Building violations:
- Zoning violations:
- Zoning classification/ allowable uses:
- Date current owner acquired property
- Air photo available
- Topographic map available
- Part of an industrial complex area
- A stand-alone building
- Known MDEQ LUST site
- Current condition of site:
- Environmental studies completed for site