

DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
September 9, 2008

Members present: Donald Spodeck, Tom Brayak, Tom Rymkos, Peter Van Steen, Jake DeGrand, Gary Olsen, Mark Nelson, and Dave Rivard

Members Absent: Dave Nordin

Public: Joe Erickson

1. The meeting was called to order at 6:05 p.m. by Chairman Tom Rymkos in the Circuit Courtroom in the Delta County Courthouse. A quorum was present. Dave Rivard mentioned that Dave Nordin has expressed interest in resigning from the Authority; Dave Rivard asked that he submit his request in writing to the Authority.
2. The Pledge of Allegiance was recited.
3. The agenda was accepted as presented.
4. The minutes of the previous meeting were reviewed. Gary Olsen mentioned that items #6 and #7 should have the words “motion carried” included. **MOTION BY D. RIVARD SECONDED BY G. OLSEN TO APPROVE THE MINUTES WITH THE CHANGES AS NOTED; MOTION CARRIED.**
5. There were no public comments.
6. There were no financial reports to review. The members were informed that the County Board of Commissioners has recently appropriated \$1,000 to the Brownfield Redevelopment Authority for the present fiscal year and has proposed \$3,000 for inclusion in next year’s budget. Tom Byrak suggested a letter of thanks be sent to the county board; Peter Van Steen will send a note to the county board.
7. Old Business
 - A. Joe Erickson reported the Cooperative Agreement between the County and EPA for the assessment grants was received last Friday. Joe Erickson recommended the Authority accept the cooperative agreement. **MOTION BY D. SPODECK, SECONDED BY D. RIVARD TO ACCEPT THE EPA GRANT AND AUTHORIZE JOE ERICKSON TO SIGN ON BEHALF OF DELTA COUNTY.** Discussion ensued as to specific budget items including travel, personnel and consultants. The timeline for the grant is 3 years beginning on August 1, 2008 and ending July 31, 2011. Status reports and financial information will be prepared for the Authority’s review, including quarterly reports submitted to EPA along

with reimbursement request to be submitted to EPA. The Authority will approve payment requests to be submitted to EPA. MOTION CARRIED.

- B. Statements of Qualifications were received from 11 consulting firms. Hitch, Inc. Replied they were not interested. Joe Erickson suggested sending the Request for Proposals to the 11 consulting firms that responded, unless someone feels strongly otherwise. The next step will be to prepare the Request for Proposal. Contact will be made with Flo McCormack for suggestions. At the next meeting, Authority members will discuss if any member has an objection to sending the RFP to a particular firm. Peter Van Steen and Joe Erickson will develop the RFP for review and discussion at the next meeting.
- C. Peter Van Steen reviewed the draft letter to send to individuals and organizations requesting submission of Site Nomination Forms. Other groups to send to the letter to were Brownfield Authorities of Wells Township, Escanaba City and Gladstone city, CUPPAD, township assessors and Daily Press.
- D. Mark Nelson indicated that the Phase II has been completed at the former Satellite Services site and the potential buyer (Cycle City) is awaiting the results.

8. New Business

- A. Dave Rivard mentioned he has spoken with Dale McNamee, Tom Casperson's aide, who indicated that Bruce Ottenberg from the Dickinson County Brownfield Authority is a resource person we could use in the future. Gary Olsen asked Dave Rivard about the Escanaba River bridge situation. Dave responded that preliminary studies were done on the bridge and have obtained the reports from Bittner Engineering, with the next step to provide the information to Bart Stupak. Dave will be meeting with Tom Baldini of Bart Stupak's staff to discuss the situation and provide the information to him. Dave has paperwork that indicates the Delta County Road Commission owns the bridge.
- B. Peter Van Steen discussed a preliminary site nomination review form. The form is to assist the Authority in their review of the sites.
- C. Because of a conflict with the Delta County Board of Commissioners meeting the same time as the Brownfield Authority, the next meeting is scheduled for Wednesday October 15, 2008. Because of a conflict with the courthouse being closed for Veterans Day the November meeting will be scheduled for Wednesday, November 12, 2008. The remaining meetings for this year and 2009 will be on the 2nd Tuesday of the month at

6:00 p.m. A meeting schedule will be posted at the courthouse. Members are to think of possible replacements for Dave Nordin and for Peter Van Steen. Peter will be resigning to assume the position of program manager for the EPA grant in the near future.

9. There were no public comments
10. MOTION BY G. OLSEN, SECONDED BY J. DEGRAND TO ADJOURN AT 7:23 P.M.; MOTION CARRIED.

Minutes prepared by Peter Van Steen