

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Wednesday, January 19, 2011

Members present: Larry Grimsby, Tom Brayak, Gary Olsen, Tom Rymkos, Dave Rivard,
Scott Wieting
Members excused: Mark Nelson
Director: Peter Van Steen
Public: Vicki Schwab

1. The meeting was called to order at 6:32 pm by Chairman Tom Rymkos. A quorum was present. Prior to meeting the Oath of Office was sworn by Scott Wieting to Gary Olsen.
2. The Pledge of Allegiance was recited.
3. Larry Grimsby noted that annual elections need to be held. MOTION BY GARY OLSEN, SECONDED BY DAVE RIVARD TO ELECT TOM RYMKOS AS CHAIRMAN, TOM BRAYAK AS VICE CHAIRMAN, AND MARK NELSON AS SECRETARY/TREASURER; MOTION CARRIED.
4. MOTION BY TOM BRAYAK, SECONDED BY LARRY GRIMSBY TO ACCEPT THE AGENDA AS PRINTED WITH THE ADDITION OF THE ELECTIONS PREVIOUSLY HELD; MOTION CARRIED.
5. MOTION BY DAVE RIVARD, SECONDED BY GARY OLSEN TO APPROVE THE MINUTES OF THE LAST MEETING; MOTION CARRIED.
6. No public comments. Vicki Schwab was in attendance and will speak later on an agenda item.
7. REPORTS:
 - A. Peter Van Steen mentioned the MDNRE returned the \$750 fee sent to the MDNRE for the Perkins Store BEA since the state is no longer reviewing BEA's, the SBA has accepted the BEA and the bank is proceeding with reviewing the loan application. The 9th Quarterly Report was submitted to EPA, however a chart on table 5 is incorrect and will be corrected and resubmitted to EPA.
 - B. Both Bittner Engineering and ECT Inc. consultants had other meetings and were not able to attend. Cost summary sheets for both December and January were handed out to members.
 - C. BILLING APPROVALS:
 1. There were no bills submitted by MAC or Bittner/ECT.
 2. MOTION BY TOM BRAYAK, SECONDED BY GARY TO APPROVE THE INVOICE SUBMITTED BY CUPPAD IN THE AMOUNT OF \$250 FOR SERVICES RENDERED IN DECEMBER 2010 FOR THE DELTA COUNTY SITE ASSESSMENT GRANTS; MOTION CARRIED.
 - D. Larry Grimsby updated the Brownfield Authority on the Delta County Land Bank Authority activities.

8. UNFINISHED BUSINESS:

- A. Discussed the status of projects/reviewed tracking sheet.
 - i. Perkins Store BEA submitted to the MDNRE for a Determination. The MDNRE no longer performs such a review of BEA's and returned the \$750 fee to the BRA. The BEA is on file with the MDNRE and SBA has acknowledged the fact the MDNRE no longer does the reviews. The bank is reviewing the loan application.
 - ii. Norfab Phase II and BEA still in progress. ECT is awaiting Rick Kauppila's signature on BEA form to submit to the MDNRE. The BEA is ready to go in. Once the BEA is sent in, ECT will invoice the total amount.
 - iii. ECT is in the process of completing a BEA for the former Cities Service gas station site in Rapid River for First Bank (the bank is paying for the BEA). However there is a potential buyer of the property and the BEA may be completed for the new owner.
- B. Remaining dollar amounts in the various budget line items are noted in the quarterly report. Possible line items to transfer funds to complete assessments could be from Contractual Implementation Assistance (MAC), travel and supplies. Peter will present an estimate of how much money could be spent in the coming months so the Authority will have an idea of how much money remains in the various budget line items. Peter will obtain some price estimates of filing cabinets to store the assessment reports at the courthouse.
- C. No word has been received concerning the EPA grant application.

9. NEW BUSINESS

- A. Vicki Schwab is purchasing the St. Jacques Grocery store and is requesting a Phase II and BEA be completed. Because of the weather conditions, the sampling will have to be drilled by machine instead of using hand augers. Depending upon the results of the Phase II, a BEA may or may not be needed. The cost for completing both the Phase II and BEA ranges from \$8,300 to 9,000. **MOTION BY DAVE RIVARD, SECONDED BY LARRY GRIMSBY TO APPROVE UP TO \$9,000 FOR A PHASE II AND BEA FOR THE ST. JACQUES GROCERY STORE CONTINGENT UPON APPROVAL FROM EPA; MOTION CARRIED.**
- B. **MOTION BY GARY OLSEN, SECONDED BY LARRY GRIMSBY TO REALLOCATE THE FUNDS IN TASK TWO PETROLEUM ASSESSMENT GRANT ACCORDINGLY FOR THE PHASE II AND BEA ACTIVITIES; MOTION CARRIED.**
- C. It was noted that Gary's Collision Center is now leasing space at the former Anderson Tire Service building. It may be advantageous for the firm to have a BEA conducted. The window of opportunity to have a BEA conducted is short. **MOTION BY TOM BRAYAK, SECONDED BY DAVE RIVARD TO ESTABLISH A POLICY THAT FOR THOSE REQUESTING A BEA AT A LOCATION THAT IS BEING RENTED OR LEASED, GRANT FUNDS WILL PAY FOR 2/3 OF THE COST OF THE BEA, SUBJECT TO AVAILABLE FUNDS; MOTION CARRIED WITH GARY OLSEN ABSTAINING.**

10. PUBLIC/AUTHORITY MEMBER COMMENTS

- A. Tom Rymkos expressed concerns with the costs of Phase II's conducted. Dave Rivard mentioned the County would like to proceed with an application for funding through the Great Lakes Restoration Initiative to fund removal of the structures in the Escanaba River; the BRA may be involved in the application process.

11. MOTION BY TOM BRAYAK, SECONDED BY GARY OLSEN TO ADJOURN AT 7:42 P.M.; MOTION CARRIED.

Minutes prepared by Peter Van Steen