

MEETING MINUTES
DELTA COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Wednesday, March 16, 2011

Members present: Tom Rymkos, Dave Rivard, Scott Wieting, Larry Grimsby, Tom Brayak
Members absent: Mark Nelson, Gary Olsen
Director: Peter Van Steen
Public: Dennis Bittner, Gabriel Zawadzki

1. The meeting was called to order at 6:30 pm by Chairman Tom Rymkos.
2. The Pledge of Allegiance was recited.
3. MOTION BY LARRY GRIMSBY, SECONDED BY DAVE RIVARD TO ACCEPT THE AGENDA AS PRINTED; MOTION CARRIED.
4. MOTION BY DAVE RIVARD, SECONDED BY LARRY GRIMSBY TO APPROVE THE MINUTES OF THE FEBRUARY 16, 2011 MEETING; MOTION CARRIED.
5. MOTION BY TOM BRAYAK, SECONDED BY DAVE RIVARD TO APPROVE THE ACTIONS TAKEN AT THE FEBRUARY 16, 2011 BROWNFIELD AUTHORITY MEETING; MOTION CARRIED.
6. No public comments.
7. REPORTS:
 - A. Peter Van Steen reported the Phase II St. Jacques Grocery store was completed with a copy provided to Vicki Schwab who was appreciative and not able to be at the meeting to thank the Authority but plans to attend the next meeting, the Lofts on Ludington is under construction, and John D'Addona will be attending the national brownfield conference in Philadelphia.
 - B. Dennis Bittner reviewed report #21 and briefed the Authority on Phase II activities at the St. Jacques Grocery store site; sampling did not show any contamination. He is satisfied with the work done by Coleman Engineering and ALS Laboratory. Cost summary sheet for March were handed out to members.
 - C. BILLING APPROVALS:
 - MOTION BY DAVE RIVARD, SECONDED BY TOM BRAYAK TO APPROVE THE FEBRUARY 2011 INVOICE SUBMITTED BY BITTNER/ECT IN THE AMOUNT OF \$14,524.77 SUBJECT TO CLARIFICATION OF THE DRILLING INVOICE WAS FOR WORK AT THE NORFAB SITE; MOTION CARRIED.
 - MOTION BY DAVE RIVARD, SECONDED BY TOM BRAYAK TO APPROVE THE INVOICE SUBMITTED BY CUPPAD IN THE AMOUNT OF \$650 FOR SERVICES RENDERED IN FEBRUARY 2011 FOR THE DELTA COUNTY SITE ASSESSMENT GRANTS; MOTION CARRIED.

8. UNFINISHED BUSINESS:

- A. Discussed the status of projects/reviewed tracking sheet.
 - i. St. Jacques Grocery Phase II completed with copies provided to the buyer and First Bank.
 - ii. Norfab Phase II and BEA are completed but awaiting signature for the BEA.
- B. Peter talked with county officials to find a suitable location for the cabinet at the courthouse. Dave suggested placing the cabinet in the attorney conference room. Peter will order a cabinet to be at CUPPAD for the time being and later moved to the courthouse.
- C. No word has been received on the EPA grant. Scott will be in Chicago next week meeting with EPA officials and will check on the status of the application.
- D. Gabriel provided a demonstration of the web mapping depicting the assessments completed. Peter will provide Gabriel with dates the assessments were done. The map will be on the county brownfield website when completed.

9. NEW BUSINESS

- A. Peter briefly mentioned the closeout documents that will be required when this grant comes to a close. Dave Rivard would like to have a presentation made to the County Commissioners on the success and impact to the community of the grant-funded program.
- B. Peter mentioned that First Bank has a possible project that may need an assessment. Members are asked to be proactive for other assessments that may be needed in the community.

10. MOTION BY LARRY GRIMSBY, SECONDED BY DAVE RIVARD TO ADJOURN AT 7:45 PM; MOTION CARRIED.

Minutes prepared by Peter Van Steen