

CRAWFORD COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
HELD ON THE 18th Day of JULY 2017 @ 9 AM
200 W. MICHIGAN AVENUE, GRAYLING, MICHIGAN

The Regular Meeting of the Crawford County Brownfield Redevelopment Authority was called to order by Paul Compo, at 9:02, A.M. in the Crawford County Building, Grayling, Michigan on the 18th Day of July 2017.

I. Roll Call

Members Present: Paul Compo, Lynn McConnell, April Hehir, Joe Wakeley, Erich Podjaske, and Abigail Ertel

Members Absent: None

Others Present: Margie Lathrop, Tim DeLodder and Tim Rombach - ATC, Thomas and Judy Steffen – Steffen Development, Therese Kaiser – Grayling Agricultural and Education Center, Mac McClelland – Otwell Mawby and Julie Lowe – Michigan Department of Environmental Quality.

II. Approval of Agenda

Motion by McConnell, Second by Wakeley, to accept agenda as written.

Ayes (6) five, Nays (0) none, Absent (0) one, Motion Carried.

III. Approval of Minutes – June 19, 2017

A correction to minutes for Director Wakeley to Director McConnel for the 2017 Nomination of Paul Compo to Chairperson.

Motion by Wakeley, Second by Wakeley, to accept minutes with correction.

Ayes (6) five, Nays (0) none, Absent (0) one, Motion Carried.

IV. Julie Lowe, MDEQ - Presenter

Ms. Julie Lowe from the Michigan Department of Environmental Quality – Brownfield was present to further provide training to the Crawford County BRA members. Ms. Lowe discussed the formation of a BRA and the Roles and Responsibilities a BRA holds. Ms. Lowe provided examples documents for the BRA to establish initial procedures, by laws, election of officers, site application processes, and priorities areas of focus. Ms. Lowe discussed how MDEQ is active in Brownfield funding and briefly touched on what role the Michigan Economic Development Corporation (MEDC) can provide, and encouraged the BRA to get more information from the MEDC directly. Ms. Lowe discussed the difference between a Brownfield Plan (approved locally) versus an Act 381 Works (approved by MDEQ/MEDC). Ms. Lowe provided the steps to approve a Brownfield Plan, the elements that should be included in a Brownfield Plan, and a project flow chart. Ms. Lowe gave examples of a Brownfield Tax Increment Financing (TIF), how they are set up and utilized under the plan. Ms. Lowe discussed the ACT 381 Work Plan approval process, how it is set up, and what activities do not require pre approval. Ms. Lowe noted the MDEQ has 60 days to approve an ACT 381 work plan once it has been received and the MEDC can take 4 to 6 months to complete their approval. Ms. Lowe indicated that she spoke with Environmental

Protection Agency (EPA) Brownfield Coordinator and the EPA has availability to provide assessment between now and October 2017 and could potential provide assessment activities for up to three (3) sites if the BRA applies soon. Ms. Lowe indicate that MDEQ offers assessment assistance as well and the data could take up to 6-months to be received.

The complete presentation has been included as an attachment to the minutes.

V. **New Business**

None

VI. **Unfinished Business**

Directors' discuss the next meeting will include the following business: Northern Markey Brownfield Plan, possible field trip around Crawford County to identify properties, create a list of potential projects, create a GIS map of project locations, and approval of rules and procedures.

Motion by Wakeley, Second by Podjaske, to accept the Third Tuesday of each month at 9:00 AM to hold the BRA Meetings.

Ayes (5) five, Nays (0) none, Absent (1) one, Motion Carried.

Adjournment

Motion by Compo, Second by Hehir, to Adjourn the Meeting.

Ayes (6) five, Nays (0) none, Absent (0) one, Motion Carried.