



Allegan County Brownfield Redevelopment Authority
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January 10, 2008
County Services Building
Nederveld Conference Room

**Minutes of a Scheduled Meeting of the
Allegan County Brownfield Redevelopment Authority**

A scheduled meeting of the Allegan County Brownfield Redevelopment Authority was called to order by Chair Steve McNeal at 7:03pm on Thursday, January 10, 2008.

Roll call showed the following members:

PRESENT: Suzanne Dixon Scott Miller
 Al Meshkin Mark Evans
 Sally Brooks Steve McNeal
 Jeff Balgoyen David Patchak

ABSENT: None

Also present: Kevin Ricco, Recording Secretary

ADDITIONS/DELETIONS TO AGENDA

There was an addition to the agenda: Brownfield Law Amendment. This item was proposed as the new item 15 under New Business.

Motion by Mark Evans, seconded by Al Meshkin, to approve agenda as amended. Motion carried by everyone present.

APPROVAL OF DECEMBER MEETING MINUTES

Motion by Scott Miller, seconded by Mark Evans, to approve the December 2007 meeting minutes as printed and mailed. Motion carried by everyone present.

ELECTION OF 2008 OFFICERS

Mark Evans nominated Steve McNeal to serve as Chair of the Authority for 2008. Motion by Al Meshkin, seconded by David Patchak, to close nominations for Chair and cast a unanimous ballot for Steve McNeal to serve as Chair of the Authority in 2008. Motion carried by everyone present.

Suzanne Dixon nominated Al Meshkin to serve as Vice Chair of the Authority for 2008. Motion by Scott Miller, seconded by Mark Evans, to close nominations for Vice Chair and cast a unanimous ballot for Al Meshkin to serve as Vice Chair of the Authority for 2008. Motion carried by everyone present.

Al Meshkin nominated Sally Brooks to serve as Secretary/Treasurer of the Authority for 2008. Motion by Al Meshkin, seconded by David Patchak, to close nominations for Secretary/Treasurer and cast a unanimous ballot for Sally Brooks to serve as Secretary/Treasurer for 2008. Motion carried by everyone present.

CORRESPONDENCE

There was no correspondence to report.

PUBLIC PARTICIPATION

There were no members of the public present.

FILLING OF VACANCY

Mark Evans reported he spoke with Thad Beard, the city manager of Otsego, and the Otsego Brownfield Redevelopment Authority will make a recommendation from their group to fill the Allegan County vacancy. Jeff Balgoyen also reported that he would have some recommendations to present at the next Authority meeting.

WORK PLAN

Jeff Balgoyen presented a draft of the Work Plan as reviewed by attorney John Byl. The Authority reviewed many of the comments made by Mr. Byl and Jeff will e-mail a copy of the reviewed document to everyone on the Authority. The Authority had several questions about the draft, particularly regarding the addition of language regarding the inclusion functionally obsolete buildings for non-core communities and several sections that Mr. Byl recommended striking from the original document.

Motion by Al Meshkin, seconded by Mark Evans, to approve the Work Plan as amended by John Byl provided the Authority's questions can be answered. The Authority would also like to request that Mr. Byl provide the Authority with a final version of the Work Plan as fully amended. Motion carried by everyone present.

PROMOTIONAL MATERIALS – WEB SITE

Kevin stated that he would be happy to pursue the development of an Authority Web site with County Web developer Debra Harvey. Kevin asked that all Authority members visit the Grand Traverse Brownfield Authority Web site to use as a guide for developing the Allegan County site and get back to him with suggestions. Mark Evans stated that he felt the map on the Grand Traverse site lacked sufficient detail and he feels that the Allegan County site could improve upon this feature.

SAUGATUCK HARBOR

Suzanne Dixon reported that there was a meeting earlier in the week with the EPA, Saugatuck City, Douglas, and the Saugatuck Township Planning Commission to discuss the Saugatuck Harbor plan. While all parties agree that the dredging of the harbor needs to be done sooner rather than later, all three municipalities have yet to come together on a final plan. There has been much discussion regarding the creation of a Homeowners Association or a Harbor Authority, but there is still work to be done in this area. Suzanne feels that the Allegan County BRA may be able to help with funding for an assessment study for the project. Suzanne was going to contact Sue Higgins from the Macatawa Area Coordinating Council to see if any grant funds might be available to assist with the project.

DEQ BROWNFIELD WORKSHOP

Kevin reported that the DEQ will be holding a brownfield workshop on February 5 and 6. These are one day workshops with the same information presented on each date. The cost of attending is \$25 per person and attendance is limited to the first 100 registrants. Steve McNeal stated that there should be mileage and perhaps per diem funds available for those members of the Authority that would wish to attend this workshop.

2008 NATIONAL BROWNFIELDS CONFERENCE IN DETROIT

Kevin reported that the national brownfields conference was going to be held this year in Detroit from May 5 – 7. Registration for the conference is free, not including room and board. Again, Steve McNeal stated that if any members of the BRA were interested in attending this conference that funds may be available.

2008 MEETING AGENDA

Kevin wanted to finalize the 2008 meeting agenda for the BRA so that it could be published. After much discussion:

Motion by Mark Evans, seconded by Suzanne Dixon, to have the Allegan County Brownfield Redevelopment Authority meet at 6:00pm on the second Thursday of every month, excluding the months of April, June, and November. Meetings in April, June, and November will only be held if a special meeting is necessary. Motion carried by everyone present.

OTHER BUSINESS

Suzanne Dixon wondered if the recent elevated levels of arsenic discovered in a test well on Lower Scott Lake would be available for assessment funds from the BRA. It was decided that it was too early in the process to make this determination.

There was also some discussion regarding BRA brochure development and maps of Allegan County indicating the location of brownfield sites. Kevin will look into these items.

ADJOURNMENT

Motion by Mark Evans, seconded by Al Meshkin, to adjourn the meeting. Motion carried and the meeting was adjourned at approximately 8:20pm.