

A regular meeting of the Leelanau County Brownfield Redevelopment Authority was held on Tuesday, November 16, 2021 at the Government Center.

Meeting was called to order at 10:02 am by Vice-Chair Bushey, who led the Pledge of Allegiance.

ROLL CALL:

Members Present: D. Bushey, T. Wessell, R. Foster, T. Eftaxiadis, C. Janik

Members Absent: K. Egan, J. Arens
(Prior Notice)

Staff Present: T. Galla, Director

Public Present: Therese Searles, Envirollogic

PUBLIC COMMENT – None

DIRECTOR COMMENTS - None

CONSIDERATION OF AGENDA

Bushey requested adding the EPA grant application to New Business, Item #4.

It was moved by Wessell, seconded by Eftaxiadis to approve the agenda as modified. Motion carried 5-0.

CONFLICT OF INTEREST – None

CONSIDERATION OF SEPTEMBER 21, 2021 Minutes

It was moved by Janik, seconded by Wessell, to approve the minutes as presented. Motion carried 5-0.

CONSENT AGENDA

It was moved by Wessell, seconded by Foster, to approve the consent agenda as presented. Motion carried 5- 0.

OLD BUSINESS

Updates: Sugar Loaf, TIF Management, West Shore Brownfield Plan (*Envirollogic*)
Therese Searles from Envirollogic Technologies, gave updates to the Authority.

Searles stated that Sugar Loaf is privately owned and privately funded for cleanup. Demolition is estimated to take another 6-8 weeks. The owner is working with the Leelanau County Historical Society for preservation of a few select items. At this time, they are not expecting further press releases on the project. If there are any detailed questions, those can be addressed to Ross Satterwhite, the owner's representative. Janik said he was impressed by the activity and work going on at the site.

Bushey asked where the material was being hauled to and Searles said they are following the county's flow policies. The demolition contractor has discretion on who they use for recycling entities but the waste is going to Glen's Landfill.

Eftaxiadis asked if more was being recycled than just the concrete. Searles replies she thought some steel

was also being recycled.

Searles commented on the TIF Management and said that Envirologic assisted the LCBRA with some implementation and tracking of taxes for approved brownfield plans. There is quite a lot that goes into making sure things are appropriately collected and reimbursed. They worked with Galla to provide a training for local treasurers in September which included an overview of the process, the tax statements they prepare, and it cleared up confusion on what can be captured and what cannot be captured. The training was helpful for the local treasurers. Searles said some of the treasurers could not attend the training so it was taped for future reference. Galla stated she has the recording of the training but it has not been released yet due to the size. It may be placed on the website. Searles continued, saying the 2021 payments have been received so they know that dollar figure. They would like to see the letters go out in early December with an explanation to municipalities so any discrepancies can be caught early. There were some funds captured in the summer that should not have been. After the training, payment on the Two Peas plan in Suttons Bay was sent over and there was some confusion but that has since been resolved.

Eftaxiadis asked if all treasurers from the local communities where they have projects attended the training? Searles replied they were all invited but not all attended. Eftaxiadis felt it was important for those communities where they have projects, to know about this training. Searles agreed that if they are receiving tax statements from the Authority and were not in the training, it could be confusing. But, the letter to them explains who they can reach out to if they have questions.

Searles gave an update on the West Shore brownfield plan and said it is now about 4 years into the plan with the current developer but there is not a development agreement in place. There had been discussion about notifying the developer with a 30-day notice and potentially terminating the plan but a notice has not been sent yet. There was an Act 381 work plan with this project that allows for school tax capture and there was significant effort to get that work plan approved. If the new project is different than what is in the brownfield plan, it will require a new plan.

Eftaxiadis asked if any eligible expenses or reimbursements have occurred yet and Searles replied that to her knowledge, none have occurred. The LCBRA does have some administrative money which could be put into a local brownfield revolving fund, especially because there was so much effort to put this brownfield plan together. Members thanked Searles for her updates.

NEW BUSINESS

1. Motion – year-end adjustments and/or transfers

It was moved by Wessell, seconded by Eftaxiadis, to have Galla work with the County Treasurer and accounting department on year-end budget adjustments and/or transfers and to authorize the County Treasurer and accounting department to make any necessary year-end adjustments or transfers. Motion carried 5-0.

2. Motion – action to transfer funds from EPA account to Checking account

It was moved by Eftaxiadis, seconded by Wessell, to transfer the funds, and approve the letter to Huntington Bank, as presented in the packet. Motion carried 5-0.
Foster noted to change his name on the letter to his legal name- Richard K. Foster.

3. Recommendation to County Board RE: Appointments (separate attachment)

Galla said it was up to the LCBRA to look at the applicants and report to the County Board on recommendations. Egan and Bushey will not be seeking reappointment, so there are two open positions and four applicants in the packet for review.

Wessell said he had the opportunity to meet David King, an Elmwood Township resident, who is an attorney with quite a lot of expertise. He would make a good member of this board. Foster said he read all the applications and was very impressed by King's application. He is well qualified and well educated. Eftaxiadis added that it would be good for the board to have someone with a legal background, even though they will not represent LCBRA, having that expertise would be useful. He would support King as a member of the LCBRA.

It was moved by Eftaxiadis, seconded by Wessell, to recommend to the County Board that David King be considered for appointment to the LCBRA. Motion carried 5-0.

Wessell said he was impressed with Heinz and his participation in the Land Bank. Foster agreed and said he has done an excellent job on the Land Bank.

It was moved by Foster, seconded by Wessell, to recommend to the County Board that Daniel Heinz be considered for appointment to the LCBRA. Motion carried 5-0.

4. EPA Grant Application

Eftaxiadis stated that he had reviewed the application and commented that it was well done and understands it will be very competitive. It is 10 pages, well written, and included all the information that could be relevant.

It was moved by Eftaxiadis, seconded by Janik, to recommend to the County Board to approve submitting the EPA Grant. Motion carried 5-0.

FINANCIALS

Claims & Accounts - \$2,131.25

It was moved by Eftaxiadis, seconded by Foster, to approve payment of Envirollogic invoices as presented. Motion carried 5-0.

CORRESPONDENCE/COMMUNICATION ITEMS

PUBLIC COMMENT - None

DIRECTOR COMMENTS - None

MEMBER / CHAIRPERSON COMMENTS

Wessell said he would like to commend Galla for the grant. Galla passed the credit to Envirollogic for their hard work. Members congratulated Galla on her recent planning award from the Michigan Association of Planning.

ADJOURN

Meeting adjourned at 10:30 am.