

A regular meeting of the Leelanau County Brownfield Redevelopment Authority (LCBRA) was held on Wednesday, November 20, 2024 at the Leelanau County Government Center.

CALL TO ORDER

Meeting was called to order at 10:03 am by Chairman Heinz who led the Pledge of Allegiance.

ROLL CALL

Members Present: D. Heinz, D. King, R. Foster, R. Lewis

Members Absent: T. Eftaxiadis, G. Allgaier
(prior notice)

Members Absent: None

Staff: G. Myer, Planning Director, A. Immel, Planning Secretary

Public: T. Searles, C. Hartesvelt

PUBLIC COMMENT- None.

DIRECTOR COMMENTS

Myer gave an update on the Provemont Pines Part I application. Myer sent a site eligibility determination to Sarah Gruza with the EPA. Gruza asked for a more details on the perceived contamination sites. Searles and Myer worked on a response and Sarah emailed back stating “If the county is unable to provide a reason for suspicious or potential presence of hazardous substances and/or petroleum based on historic use, I don’t see how this site could meet the definition of a Brownfield. And given the current information provided, if the site doesn’t meet the definition of a Brownfield, it is not an eligible site unfortunately.”

Discussion ensued

CONSIDERATION OF AGENDA

Heinz added “Brownfield LCBRA vacancy and reappointment” under “New Business”, “Item 6 a” & “Paying \$10,000 from Brownfield general fund to the county as an annual payment on the seed loan” under “New Business” Item 6 b”

Motion by Foster, seconded by King, to approve the agenda as amended. Motion carried 4-0.

CONFLICT OF INTEREST – None.

CONSIDERATION OF OCTOBER 15, 2024 MINUTES

Motion by Foster, seconded by King, to approve the minutes as presented. Motion carried 4-0.

CONSENT AGENDA

- a. Fishbeck – General Consulting and TIF Management
- b. Fishbeck – EPA Assessment Grant

Motion by King, seconded by Foster, to approve the consent agenda as presented. Motion carried 4-0.

OLD BUSINESS- None.

NEW BUSINESS

Fishbeck Work Order #2 GES, Amendment #2

Motion by Foster, seconded by King, to approve Fishbeck's Work Order #2 GES, Amendment No. 2 Tax Increment Tracking and Annual Reporting as presented. Motion carried 4-0.

TIF Spreadsheet- Courthouse TIF \$35,000 payout

Heinz reviewed the spreadsheet provided and suggested that \$35,000 be designated to pay back the county for \$166,773.00 to pay for expenses for the Courthouse the Brownfield plan agreed to pay the DEQ.

Discussion ensued.

King suggested a memo from Hartesvelt explaining what it is. Heinz suggested Hartesvelt come explain to LCBRA. Lewis left to get Hartesvelt.

Hartesvelt explained that the default Varley sale proceeds need to go in front of the BOC first to decide if the money could stay with Brownfield in the general fund.

Hartesvelt stated the LCBRA has TIF revenue from the Courthouse and LCBRA is wanting to take the remaining money and use it as Brownfield general fund or it could be used to pay down the perceived Courthouse money. Hartesvelt stated that the LCBRA should keep the \$35,000 and put it in a Brownfield General fund till she speaks with the BOC.

Motion by Lewis, seconded by King, that \$35,000 be transferred from the unspent Courthouse TIF Balance to the LCBRA general fund. This payment is a payment towards the Courthouse obligation to pay back the LCBRA for DEQ loan payments made on the Courthouse's behalf. Motion carried 4-0

2025 Proposed Budget

Heinz reviewed the proposed budget that was provided.

Motion by Lewis, seconded by Foster, to approve the 2025 adopted as submitted. Motion carried 4-0

Community Outreach Documents: 2022 USEPA Grant Talking Points/ Community Outreach Documents:

USEPA Grant Dashboard

Searles gave an update based off the handout. Heinz asked this information be added to the Brownfield website.

Brownfield LCBRA vacancy and reappointment

Heinz informed the board of the vacancies on the LCBRA and wanted to make sure it was recommended to the BOC that King should be reappointed for another term. Discussion ensued.

Lewis stated he would represent the LCBRA voice the recommendation to the BOC for King to be reappointed for another term.

Motion by Lewis, seconded Foster, to make a recommendation to the BOC to have David King be appointed to another term on Brownfield. Motion carried 4-0

Paying \$10,000 from Brownfield general fund to the county as an annual payment on the seed loan

Heinz gave a history on the seed loan to start the LCBRA and suggested that LCBRA makes an annual \$10,000 payment to the county for repayment on the seed loan.

Motion by Lewis, seconded by Foster, that a \$10,000 payment be made to Leelanau as partial repayment to the seed loan toward the Brownfield Board. Motion carried 4-0

Discussion- King asked if LCBRA would be able to bump it up to 20,000 to pay it out and be done with it, Heinz stated no LCBRA would not have enough money to pay another capital contribution that was made to create the LCBRA that will have to be handled by another administration at a later date. Lewis stated it needs to be in the meeting minutes that November 2025 this item needs to be on the agenda for discussion to pay the final \$10,000 repayment to the county.

FINANCIALS

Claims & Accounts - \$2,386.28

Motion by Foster, seconded by King, to approve Claims & Accounts in the amount of \$2,386.28. Motion carried 4-0.

Trial Balance/Revenue & Expense Report

Heinz reviewed the report provided.

CORRESPONDENCE/COMMUNICATION ITEMS- None.

PUBLIC COMMENT- None.

DIRECTOR COMMENTS- None.

MEMBER / CHAIRPERSON COMMENTS- King thanked Heinz for his time on the LCBRA.

ADJOURN

Meeting adjourned at 10:49 AM.