

**CRAWFORD COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**  
**REGULAR MEETING MINUTES**  
**HELD ON THE 15<sup>th</sup> Day of AUGUST 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 9:00, A.M. in the Crawford County Building, Grayling, Michigan on the 15<sup>th</sup> Day of August 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 Rombach – ATC Group Services

**II. Approval of Agenda**

Motion by Podjaske, Second by Hehir, to accept agenda as written.

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

**III. Public Comment**

Mr. Tim Rombach of ATC Group Services addressed himself as a member of Grayling Main Street and Downtown Development authority. Mr. Rombach mentioned that ATC Group Services would like the opportunity to prepare a County Wide Brownfield Plan pro-bono for the use of the Crawford County BRA to adopt. Members of the board thanked him for the offer and agreed that would be helpful. Compo advised he would contact all area townships to inquire on a list of properties they would provide. Podjaske advised he would provide the current known list of properties in Grayling.

**IV. Conflict of Interest Declaration**

None

**V. Approval of Minutes – July 18, 2017**

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

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

**VI. New Business**

a. Bylaws Revision – Compo advised the board of all the changes that were made. Board members discussed any questions. A clarification to all members' terms was addressed.

Motion by Hehir, Second by McConnell, to accept the Bylaw Revisions.

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

b. Policies and Procedure – Wakeley made a change to clarify the first sentence in *Procedures for Tax Capture and Reimbursement*. Ertel inquired on the possibility of extending our

required notices, to more than the local paper. The idea was accepted, but no change was made to the actual policy, it will be addressed upon need for notifications. A discussion took place on when the need waive any fee's would occur. The members of the board engaged in conversation of likely scenarios and agreed that would be a decision made on a case by case basis.

Motion by Podjaske, Second by Wakeley, to accept the Policy and Procedure with one correction.

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

c. Other - None

VII. **Old Business**

a. **Update – Grayling Agricultural & Economic**

- i. Podjaske indicated all business will be taxed. McConnell asked if the plan had changed, Podjaske indicated there has been no change. Member of the Public Commented that ATC is working on the project and will be providing a Brownfield Plan and Application, but the work was temporarily on hold.

b. **Update – Sawmill Development**

- i. Mr. Steffen is working with Mac McCullen and will be presenting at the September 2017 meeting. Dan Leonard of MEDC is involved and has chosen Tom Steffen to work with other opportunities in the City. Podjaske also indicated the Sawmill will be going through the EPA to get Phase I and Phase II work completed and that the Knight Property is also in discussion.

VIII. **Board Member Comment**

- a. Compo – CCBRA would wait on taking a field trip around the County, first would like to see all sites provided and placed into a GIS map.
- b. Ertel - None
- c. Hehir – Inquired if we would be placing final minutes and agendas onto the County website. Compo said he would take care of setting up a BRA location and Hehir could submit final minutes to him to be placed on the website.
- d. McConnell – Inquired as the possibility of getting a meeting room that allows internet connectivity. Compo agreed and
- e. Podjaske - None
- f. Wakeley - None

IX. **Next Meeting – September 19, 2017 @ 9:00 AM**

X. **Adjournment**

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

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