

Otsego County Brownfield Redevelopment Authority (BRA)

August 25, 2010

Agenda

Members: Norm Brecheisen, Vern Kassuba, Jan Kellogg, Jack Card, Paul Liss, Jeff Ratcliffe (Recording Secretary)

1. Approval of the July 28, 2010 Minutes (Attached)

2. Review of Financial Statements
 - Otsego County Financial Statements (Hand out or sent separately)
 - Elmer's Financial Management Spreadsheet (Attached)
 - Northern Michigan Eco Industrial Park Financial Management Spreadsheet (Attached)
 - Northern Michigan Eco Industrial Park Budget Amendment Request (Attached)

3. Elmer's Brownfield Redevelopment Project
 - Project Update (Hand out)
 - Otwell Mawby Payment Approval #20100825-1 (Attached)
 - Otwell Mawby Elmer's Payment Approval #20100825-2 (Attached)

4. Georgia-Pacific Redevelopment Project
 - Project Update
 - Sagasser & Associates Payment Approval #20100825-3 (Hand out)

5. Other

6. Next meeting will be on September 29, 2010 at 5:15 p.m.

Otsego County Brownfield Redevelopment Authority
July 28, 2010

Minutes

Present: Norm Brecheisen, Jack Card, Jan Kellogg, Vern Kassuba, Paul Liss
Absent: None
Others Present: Kevin Sagasser, Jeff Ratcliffe

Meeting called to order at 5:15 p.m. by Brecheisen

Approval of Minutes. Motion by Kassuba, support by Card to approve the June 30, 2010 minutes as amended. Ayes all.

Financial Report. No County financial report provided. Ratcliffe reviewed project specific spreadsheets showing project budgets and invoices paid.

Elmer's Brownfield Redevelopment Project. Ratcliffe indicated that Otwell Mawby was still waiting for Elmer's to complete restoration work at the site. Mawby expected the project to be completed by the August meeting.

Georgia-Pacific Redevelopment Project. Sagasser provided an update on the Phase II work just completed and reviewed the findings. He indicated that a draft BEA has been prepared and is in the process of being finalized for submission to the MDNRE.

Approval #20100728-1. Motion by Brecheisen, support by Kellogg to approve Payment Request No. 3 from Sagasser & Associates, Inc. in an amount of \$47,675.65 for consulting services related to the Georgia-Pacific project and authorize payment from the MDNRE Brownfield grant funds. Roll call vote. Ayes all.

Next meeting will be on August 25, 2010.

Meeting adjourned at 6:06 p.m.