

Manistee County Planning Building - 395 Third Street - Manistee, Michigan 49660

**DRAFT**

6:15 p.m.

Thursday, January 26, 2023

Manistee County Board Room

415 Third Street

Manistee, Michigan

MANISTEE COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY  
MINUTES

A. Call to Order, Pledge of Allegiance and Roll Call

The meeting was called to order by Chair Ted Batzer at 6:15 p.m.

MEMBERS PRESENT: Glenn Zaring, Eleanor DeYoung, Margaret Batzer, and Theodore Batzer

MEMBERS ABSENT: Duane Jones, Phil Landis, and Mary Becker-Witt

OTHERS PRESENT: Mike Szokola Planning Director, Nancy Baker Assistant to Planner, Todd Harding Benchmark- Joslin Cove

B. Housekeeping Business

a. Approve January 26, 2023 Agenda

**Mr. Zaring moved, seconded by Ms. DeYoung to approve the January 26, 2023 agenda as printed. Motion carried with a voice vote.**

b. Approve December 8, 2022 Minutes

There were no changes to the December 8, 2022 Minutes.

**Ms. Batzer moved, seconded by Mr. Zaring to approve the December 8, 2022 minutes as printed. Motion carried with a voice vote.**

C. Conflict of Interest

There are no members with a conflict of interest regarding the agenda items

D. Public Comment

None

E. New Business

a. Joslin Cove—Todd Harding

Mr. Todd Harding: project update

- Building #5; 4 units completed- sold by July 2022
- Units are 2-bedroom, 2.5 bathrooms, garage, interior amenities.
- Landscaping 2023: continue lake edge work, continue sidewalk work, planting of sand plants

- Building #2; new construction done fall of 2022, now fully enclosed, inside under construction; 2 sold/2 under contract
- North side building: May 1<sup>st</sup> date for construction on new completed foundation area, (with approved underground utilities), to be enclosed 2.5 months after start of construction.
- Building adjacent to ship; work occurring to complete unfinished project left by past contractor.
- Boat slips: 10 completed with repairs in spring, remaining boat slips to be put into place spring/summer 2023
- Commissioners: pleased project is moving forward, easy to work with Mr. Harding and crew, project being done efficiently

b. Approval of City Payment—Joslin Cove

Mike Szokola:

- Current total in Joslin Cove fund- \$82,915.82
- State capture- \$20,025.05
- Local tax capture- \$62,890.77
- Can approve only local tax capture to pay the city.
- Funds are available to make 2<sup>nd</sup> payment of \$50,000.00 to city.
- Owe city; 3 payments of \$50,000.00 each, total owed \$150,000.00.
- City was paid 1<sup>st</sup> payment, owe city this year's payment (2023), will owe next year's payment (2024)
- Receipts to be submitted by Mr. Harding; receipts to be sent to Mr. McClelland for approval, an updated report will be submitted by Mr. McClelland to the Brownfield

**Mr. Zaring moved, seconded by Ms. Batzer to pay \$50,000.00 to the city out of the local fund for the second payment on the lift station.**

**With a Roll Call:**

**Yes: Ms. Batzer, Ms. DeYoung, Mr. Zaring, Mr. Batzer. No: none. Motion passed.**

F. Old Business

a. Manistee County Revolving Fund

Mike Szokola

- Will be placed onto Brownfield February meeting agenda.
- Example of Detroit Brownfield given as a review; make changes to fit our Brownfield.
- Remove giving grants, give out loans to gain interest for growing revolving fund.
- Review examples on process of giving loans
- Need processes and procedures as none are in place
- This will give contractors standard guidelines; will make it easier for Brownfield and County Treasure to track.
- Ms. Nelson will attend next meeting (February) to speak on working with Fishbeck and landbank

G. Other Business from Brownfield Redevelopment Authority members or staff.

None

H. Adjournment.

Meeting was adjourned by call of the chair at 6:56 p.m.

Respectfully submitted,

*Nancy Baker*

Nancy Baker, Planning Assistant

Recording for Margaret Batzer

Brownfield Authority Secretary

Date: January 26, 2023