

Minutes
Cascade Charter Township
Brownfield Redevelopment Authority Board
Friday, October 15, 2021
1:00 P.M.
2870 Jacksmith Ave SE

ARTICLE 1. Chairwoman Kleyla called the meeting to order at 1:00 P.M.
Members Present: Chris Noordyke, Chairwoman Michele Kleyla, Township Supervisor Grace Lesperance
Members Absent: Aaron Mead, Kathy DeVries
Others Present: Director Sandra Korhorn, Township Manager Ben Swayze, and Susan Wenzlick, consultant with Fishbeck

ARTICLE 2. Approve the current Agenda
Motion was made by Member Noordyke to approve the current Agenda. Supported by Supervisor Lesperance. Motion carried 3 to 0.

ARTICLE 3. Approve the minutes of the May 6, 2021 meeting
Motion was made by Member Noordyke to approve the current Agenda. Supported by Supervisor Lesperance. Motion carried 3 to 0.

ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.
There were not any visitors that wished to speak to non-agenda items.

ARTICLE 5. Staff Update on the Robinson Dental Project
Director Korhorn shared updates on the Robinson Dental project. They are building a two story, 8,519 ft office at 5749 28th St SE. The work is intended to address stockpile removal, disposal, and assessment of in-place soils beneath the stockpile to determine if contaminated soil is present. If the soil underneath the stockpile is contaminated, Coco Properties will need to start using their loan as the grant they are currently working with only covers the topsoil.
Consultant Wenzlick said that the 381 loan workplan was sent in ten minutes before the meeting started and has yet to be reviewed. She shared that this document may include the sample results and that information should be available at the next meeting.

ARTICLE 6. Discuss BRA Website and Marketing Program
Director Korhorn brought up the new BRA webpage on the board's computers. It included links to bylaws, a list of board members, and more. There is hope that it may become a good way to promote the Brownfield Redevelopment Authority program to real estate agents and developers.

Chairwoman Kleyla asked if there should be a call to action added to the site such as telling prospective project participants who to contact for more information and how to express interest.

Member Noordyke suggested adding information about contaminated sites that fall under the BRA that are currently for sale since there is a new mapping tool at their disposal.

Consultant Wenzlick suggested using the 'list by address' section of the environmental mapper as it is simpler to understand but believed that, it would be a great addition to the website.

Member Noordyke suggested adding a page at the end of the mapper that defines what each item means as the layperson would not be able to easily interpret it.

ARTICLE 7. Consider Proposal for Consulting Services for Brownfield Work

Director Korhorn shared plans with the board to hire Fishbeck as a third-party consultant on the Robinson Dental Brownfield project. Reimbursements for the project thus far have come from the EGLE grant and EGLE requires the township to provide a third-party oversight consultant to work with the developer's consultant and represent the township's interest. The grant/loan from EGLE also covers the cost of the oversight consultant.

Director Korhorn provided the board with copies of a proposal from Fishbeck to act as the third-party consulting service. Consultant Wenzlick has been the township's Fishbeck contact thus far in relation to the BRA and she is very knowledgeable about the Robinson Dental project and the BRA as a whole. Staff recommend the BRA forward a positive recommendation of the proposal to the Township Board.

Member Noordyke said that he is very happy with the work Consultant Wenzlick has done so far but he wondered if the township had gotten quotes from any companies other than Fishbeck to act as third-party oversight consultants?

Manager Swayze said that he sees it as disingenuous to request quotes from other companies for a project that costs less than \$10,000 when we don't have any intention of using them and are wasting that company's time.

Member Noordyke sees it more as a smart way to show citizens that the township is checking into prices as there has been concern from members of the Township Board that the township is giving Fishbeck too much business.

Manager Swayze shared that the township has been systematically looking at the bigger projects to see if Fishbeck is the best option but that this smaller project was not one he believed another company would be better for.

Chairwoman Kleyla believed that if the BRA expressed the reasoning and level of experience Consultant Wenzlick has with the project, the Township Board would

understand why they Fishbeck was the best choice and the BRA wasn't requesting additional quotes.

Member Noordyke suggested adding an exit clause to the proposal.

Director Swayze said that he can ask the Township Board for that while the BRA approved the proposal with that consideration today.

Member Noordyke suggested the addition of a check in with the board in one year to see if the Township Board wants to continue using Fishbeck for this project.

Consultant Wenzlick said she would look into what the law was surrounding exit clauses. She found that there wasn't any information in the contract about exit clauses and there is only a line item in the budget defining oversight but not giving guidance as to what the oversight looks like.

Motion was made by Member Noordyke to approve the proposal with an evergreen, one-year term, as compliant with state laws and practices. Supported by Supervisor Lesperance. Motion carried 3 to 0.

ARTICLE 8. Any Other Business

The next meeting may be in 4-6 weeks to talk about the Brownfield loan, if needed.

ARTICLE 9. Adjournment

Motion to adjourn was made by Supervisor Lesperance. Supported by Member Noordyke. Motion carried 3 to 0. The meeting was adjourned at 1:28 P.M.

Respectfully submitted,

Grace Lesperance, Secretary