



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

DRAFT

Thursday, November 29, 2021
6:00 pm

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 Sharon Goble at 6:07 p.m.

MEMBERS PRESENT: Phil Landis, Glenn Zaring, Mary Becker-Witt, and Eleanor DeYoung. Zoom: Sharon Goble-Pleasanton Township, and Ted Batzer-Stronach Township

MEMBERS ABSENT: Margaret Batzer

Ex-OFFICIO MEMBERS PRESENT: Mike Szokola Planning Director, and Nancy Baker Assistant to Planner/Planning Secretary

OTHERS PRESENT Joslin Cove representatives: Warren Stansberry Developer and Todd Harding, project manager

B. Housekeeping Business

a. Approval of the November 29, 2021 Agenda.

Mr. Szokola wished to amend the agenda under New Business, a. Mac Consulting Services and b. Brownfield Attorney.

Mr. Zaring moved, seconded by Ms. Becker-Witt to approve the November 29, 2021 Agenda as amended.

Roll Call Vote: Yes; Mr. Batzer, Mr. Zaring, Mr. Landis, Ms. DeYoung, Ms. Goble, and Ms. Becker-Witt. No; none.

b. Approve October 28, 2021 Meeting Minutes.

Mr. Batzer moved, seconded by Mr. Landis to approve the October 28, 2021 Meeting minutes as printed.

Roll Call Vote: Yes; Mr. Batzer, Mr. Zaring, Mr. Landis, Ms. DeYoung, Ms. Goble, and Ms. Becker-Witt. No; none.

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) Mac Consulting Services

Mr. Szokola stated Mr. McClelland, Mac Consulting Services, reviewed the Joslin Cove history. Mr. McClelland has been a long-standing consultant on the project. Mr. McClelland submitted an invoice for the cost of \$1,440.00. The recommendation is to pay this invoice from the tiff collection.

Ms. Becker-Witt moved, seconded by Mr. Zaring to approve payment to Mac Consulting Services at the cost of \$1,440.00 from the tiff collection.

Discussion included: invoice payment is for services to date, the amount in the Joslin Cove tiff account can pay administration fees and the Brownfield Attorney fee even after paying the city \$50,000.

Roll Call Vote: Yes; Mr. Batzer, Mr. Zaring, Mr. Landis, Ms. DeYoung, Ms. Goble, and Ms. Becker-Witt. No; none.

b) Brownfield Attorney

Ms. Becker-Witt moved, seconded by Mr. Batzer to approve payment to the Brownfield Attorney at the cost of \$7,406,50.

Discussion: none.

Roll Call Vote: Yes; Mr. Batzer, Ms. Goble, Mr. Zaring, Mr. Landis, Ms. DeYoung, and Ms. Becker-Witt. No; none.

F. Old Business

a) Joslin Cove

Warren Stansberry, Developer:

- Past builder no longer part of project
- Hired construction manager (owner representative)
- Project completion within 2 ½ - 3 years
- All 2021 taxes are paid
- Officially requesting extension to Brownfield agreement
- Working on construction manager contract; will be contracted to completion of project

Todd Harding, Benchmark Capital Management:

- Owners' representative, overseeing project to completion
- Overseeing subcontracting construction builder and all subcontracting aspects
- Master Deed documentation will be reviewed and followed
- Incomplete units: all sold, will be completed by end of March 2022
- 4th building; starting April and completing end of 2022
- Using local subcontractors/suppliers as much as possible
- 26 total units; 4 unfinished, 22 new to be completed in different stages

- Can provide quarterly updates
Mr. Szokola: memo of recommendations
- Authority can change any recommendations
- Stipulations in memo not currently in agreement
- Percentage can be changed
- Can include termination date
- Add quarterly update reports to be submitted to Authority
- Proof of financial ability to complete agreement


A special meeting to be held Thursday, December 16, 2021, 3 pm in the County Board of Commissioners Room, per call of the chair. Agreement details will be discussed at this time.

G. Other business from Brownfield Redevelopment Authority members or staff.
None.

H. Adjournment.

By call of the Chair the meeting was adjourned at 7:30 p.m.

Respectfully submitted,



Nancy Baker, Planning Assistant
Recording for Theodore Batzer
Brownfield Authority Secretary
Date: November 29, 2021