

**CHARTER TOWNSHIP OF MERIDIAN  
BROWNFIELD REDEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES**

**APPROVED**

**February 16, 2023  
5151 Marsh Road, Okemos, MI 48864-1198  
Town Hall Room, 8:00 A.M.**

**PRESENT:** Chair Jeff Theuer, Township Manager Frank Walsh, Director Peter Trezise, Director Joyce Van Coevering  
**ABSENT:** Vice Chair Ned Jackson, Director Brenda Chapman, Director John Matuszak,  
**STAFF:** Director of Community Planning and Development Timothy Schmitt, Senior Planner Brian Shorkey, Director of Neighborhoods and Economic Development Clark, Supervisor Pat Jackson, Treasurer Phil Deschaine  
**OTHER:** Jessica DeBone, PM Environmental

**1. Call meeting to order**

Chair Theuer called the regular meeting to order at 8:03 a.m.

**2. Approval of Agenda**

Director Trezise moved to approve the agenda as written.

Supported by Director Van Coevering

Chair Theuer asked to add Election of Officers and Meeting Dates to New Business. Both the maker and seconder of the motion agreed to the friendly amendment.

VOICE VOTE: Motion carried unanimously.

**3. Approval of Minutes**

Manager Walsh moved to approve the November 17, 2022 minutes

Supported by Director Van Coevering

VOICE VOTE: Motion carried unanimously.

**4. Public Remarks – None**

**5. New Business**

**A. 1619 Haslett Road – Haslett Marathon – Reimbursement Request**

CPD Director Schmitt outlined the project. The Haslett Marathon Brownfield Plan was approved by the Township Board on July 7, 2020 and construction was completed in late 2022. The project successfully completed the work under the Brownfield Plan and the Township's consultant, Dave Van Haaren, has reviewed the paperwork and recommended approval of the reimbursement request, subject to some additional information being submitted.

Manager Walsh asked about the cost of construction, specifically the overages in areas and the entire contingency being used.

Jessica DeBone from PM Environmental, the owner's environmental consultant, explained the cost overruns. She also discussed that there are unreimbursed costs, as the overages were more than the plan allowed to be reimbursed.

Manager Walsh further asked about the payback period and whether there was a chance this project would be paid off sooner than anticipated originally.

Mrs. DeBone responded that it was certainly possible, as the taxable value appears to be higher than originally estimated and inflation was causing increases in value more than originally planned for. The length of the payback could be reduced by a year or more due to these factors.

Treasurer Deschaine asked about the depth of clean up and the overall mitigation of contamination on the site.

Mrs. DeBone discussed the vapor mitigation system that was installed for the building, which is required due to the site having a closed LUST (leaking underground storage tank) previously. A significant amount of soil was removed from the site, but it is not possible or feasible to remove all of the soil contamination on this small site. The leaking underground storage tanks were removed and those tanks that were still in good condition were retained.

Chair Theuer asked Mr. Van Haaren's request for load tickets on the disposal of soils. Mrs. DeBone explained the process and indicated that the owner needed to provide them and then the consultants would align them with the spreadsheet of costs and activities for the project.

Chair Theuer sees no major concerns with the proposed reimbursement agreement.

Manager Walsh discussed the overall project and layout and talked about how the Township Board pushed hard for the layout that was constructed. Everyone agreed that the site is much better than how it previously was.

Director Trezise moved to approve the reimbursement request for 1619 Haslett Road, subject to the information requested by the Township's environmental consultant being submitted for review.

Supported by Director Van Coevering

VOICE VOTE: Motion carried unanimously

## B. Election of Officers

Chair Theuer indicated that the nominating committee would need to meet to recommend new officers for 2023. Further discussion occurred regarding the bylaws limiting an officer from serving in the same position for three consecutive terms.

Chair Theuer appointed Manager Walsh and Director Van Coevering to the nominating committee to bring options for officers back to the next meeting.

## C. Meeting Dates

Chair Theuer mentioned that the Authority was having a hard time getting a full group together and that he no longer was able to make a meeting the morning of the Third Thursday of the month. Consensus of the Authority members present was to move to the second Thursday of the month, at the same time.

Manager Walsh moved to change the regular meeting date from the Third Thursday of the month to the Second Thursday of the month.

Supported by Director Trezise.

VOICE VOTE: Motion carried unanimously

**6. Old Business**

There was no old business.

**7. Project Updates**

CPD Director Schmitt gave a brief update on each of the active brownfield plans under construction. He further stated that he expected a reimbursement agreement from Joes on Jolly in the near future, as the work has been completed.

**8. Public Remarks**

There was no comment from the public.

**9. Adjournment**

Chair Theuer adjourned the meeting at 8:27 a.m.

Respectfully Submitted,

Timothy R. Schmitt, *AICP*  
Director of Community Planning & Development