



# Board of County Commissioners Agenda Request

58  
Agenda Item #

**Requested Meeting Date:** November 26, 2019

**Title of Item:** ARDC Brownfield Assessment Coalition Letter of Support

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Ross Wagner	<b>Department:</b> Economic Development Coordinator
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<b>Presenter (Name and Title):</b> Ross Wagner, Economic Development & Forest Industry Coordinator	<b>Estimated Time Needed:</b> 5 Minutes
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**Summary of Issue:**  
Aitkin County has been asked to be a member and offer support for the Arrowhead Regional Development Commissions Brownfield Coalition. On behalf of the Coalition, ARDC will be submitting a grant application to the US EPA in the amount of \$600,000.00. Grant funds will be used for inventorying, assessing and performing remediation and reuse planning. Brownfield's are considered to be properties that could be used for commercial or other development should the property be remediated. Generally, some type of pollution has occurred on these properties. There is no cost to the County in the form of matching grant or other expenses. If successful, these funds could be utilized in Aitkin County. A draft letter of support from Andy Huble, Director, ARDC is attached. The Economic Development Committee recommends membership and providing a letter of support.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Approve membership to ARDC Brownfield Coalition, submit Letter of Support.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$

Is this budgeted?  Yes  No *Please Explain:*

Legally binding agreements must have County Attorney approval prior to submission.

November 20, 2019

Andy Hubley, AICP  
Director  
Arrowhead Regional Development Commission  
221 West First Street  
Duluth, Minnesota 55802

**RE: Participation in the Arrowhead Regional Development Commission's Brownfield Assessment Coalition and Support for the FY2020 Application for a U.S. EPA Brownfields Assessment Grant for Petroleum and Hazardous Substance Brownfields**

Dear Mr. Hubley,

Please accept this letter as confirmation of Aitkin County commitment to participate as a member of a "brownfields assessment coalition" being organized by Arrowhead Regional Development Commission (ARDC) for the seven-county area in northeastern Minnesota that includes Aitkin, Carlton, Cook, Itasca, Lake, Koochiching, and St. Louis counties and the municipalities located within these counties. This letter also documents our strong support for the application being submitted by ARDC for a United States Environmental Protection Agency (U. S. EPA) Fiscal Year 2020 Brownfields Community-wide Assessment Grant funding in the amount of \$600,000 to be used for inventorying, assessing, and performing remediation and reuse planning (as well as coordinate public outreach activities) for select priority brownfield sites located throughout the seven-county area.

The grant, if awarded, will provide critical funding needed to support economic development initiatives in our community. If awarded the grant, at least one County staff member will serve on the Brownfields Advisory Committee that helps administer the grant, coordinate outreach efforts, participate in the site prioritization process, and make decisions regarding allocation of funding to individual sites. For sites within the County that are targeted for assessment, we will assist with securing access and coordinating involvement by the Health and other departments as appropriate.

We understand that ARDC will serve as the lead member of the Coalition and will have primary responsibility for administering the grant and managing the project. We further understand that prior to expenditure of any grant funds, a Memorandum of Agreement will be executed between all coalition members documenting the coalition's site selection process, identifying, and establishing relationships necessary to achieve project goals, detailing the process for successful execution of the grant, the distribution of funds, and mechanisms for implementing the assessment work. We understand that many of these details are described in the grant application to be submitted with this letter.

Should you have any questions, please feel free to contact me at [jessica.seibert@co.aitkin.mn.us](mailto:jessica.seibert@co.aitkin.mn.us) or 218-927-7276

Jessica Seibert, Administrator  
Aitkin County