

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, August 27, 2009
PLACE OF MEETING: County Administration Building
MINUTES

Present were: Thell Woods, Clare Annen, Julie Rogers, Ruth Blake, Matthew VanDyk, Leroy Crabtree, Katrina Schuur, Marc Hatton, Ken Peregón
Kalamazoo Township: George Conklin
Staff Support: David Artley, Jeff Hawkins (consultant)
Absent: Robert Barnard, Larry Baumgart, Lotta Jarnefelt
Recording Secretary: Tracy Free

- I. Meeting called to order –by Chair Rogers at 4:05 pm
- II. Approval of Minutes:
Thell Woods made a motion to accept the July 23, 2009 minutes.
Leroy Crabtree seconded the motion. The motion carried unanimously.
- III. Citizens Comments:
None to Report
- IV. Consent Calendar:

Bills for Payment
 - A. **Invoice #25631: Total \$9,345.70**
Davis Creek Business Park Methane Investigation, Kalamazoo, MI
Work Order #12 (Bill Groups E, and F) - \$9,345.70
This can be applied only to the Petroleum Grant
Activities include: Methane point sampling activities, data evaluation, laboratory costs and report preparation.
 - B. **Invoice #25593: Total \$315.00**
2700 N. Pitcher Street, Kalamazoo, MI
Work order #15 (Bill Group E) - \$315.00 – This can be applied only to the Hazardous Substances Grant.
Activities include completion of Brownfield Plan.
 - C. **Invoice #25594: Total \$965.50**
Rapid Transit Cab Company, 802 S. Burdick Street, Kalamazoo, MI
Work Order #18 (Bill Groups A and B) - \$965.50 – This can be applied only to the Petroleum Grant.
Activities include site eligibility and project initiation activities and initiation of Phase I ESA.

Ruth Blake made a motion to pay invoices #25631, #25593, and #25594. Katrina Schuur seconded the motion. The motion carried unanimously.

V. Committee Reports:

A. Executive Committee

1. Discussed the Brownfield Site Plan. A motion will be made later on.
2. Executive Committee meeting has been rescheduled for 9/9/09, starting at 7:30 am - Food Dance. Katrina Schuur will be a substitute for Ruth Blake.

B. Project/ Finance Committee

1. An amendment was made for site 1 and site 2
2. The Finance Committee will meet on 9/09/09 at 4 pm

C. PR/ Media Committee

1. A presentation was given at the Oshtemo Rotary and it was very well received thanks to Dave Artley
2. Signs and New Banners are now ready
 - a. A sign will be put on North Pitcher at **Beacon Industries**
 - b. Consumers Credit Union agreed to have a sign put on their property
3. A suggestion was made that pictures be taken before, during and after all projects. Fact sheets do have pictures at this time.

VI. New Assessment Request

1. Work order #19 is requesting additional budget in the amount of \$4,000 for programmatic activities under the EPA grants.

Marc Hatton made a motion to approve work order #19 for general work on programmatic activities under the EPA grants.

Clare Annen seconded the motion.

The motion carried unanimously.

VII. New Orleans BROWNFIELD TRIP November 15-18, 2009

- A. Julie Rogers and Ken Peregon will be going to New Orleans
- B. The trip will cost approximately \$1,600.00 a person.
- C. Kalamazoo County approved of the New Orleans trip

Leroy Crabtree made a motion to authorize Julie Rogers and Ken Peregon to attend New Orleans Brownfield Seminar on November 15 – 18, 2009 on behalf of the BRA. The total costs should not exceed \$1,600 per person.

Thell Woods seconded the motion.

The motion carried unanimously.

D. Poster Sessions

1. Jeff Hawkins suggested that Julie and Ken represent some local properties at the National level (Midlink and Georgia Pacific).
2. Jeff Hawkins will bring in examples of what has been presented at past meetings.
3. Dave Artley will contact Dave Smith.

VIII. Michigan Citizen Planner Training

A. Ken Peregon reported on two trainings

1. Adaptive Reuse – “The New Economy”
2. Growth thru green development – “ The Natural Systems and Sustainability.”
3. Topics are offered online and Seminar is coming to Schoolcraft
Dave Artley has the list and will share it with the Committee

Clare Annen made a motion to approve 9 members of staff to attend Michigan Citizen Planner Training Sessions on 8/12 and 8/19 at \$85.00 each or a total of \$765.00.

Leroy Crabtree seconded the motion.

The motion carried with 100% approval.

IX. 2700 Pitcher Brownfield Draft Plan

A. Time Line in Agenda is correct.

B. A Public Hearing is scheduled for September 15th.

* Julie Rogers encourages attendance at 9/15/09 meeting.

Marc Hatton made a motion to approve amendment #1 for Site #2 for 2700 Pitcher and recommended its approval by the County Board of Commissioners on 9/15/09.

Ken Peregon seconded the motion.

The motion carried unanimously.

X. Staff Reports

A. Midlink

1. Dave Artley spoke with Midlink and they will have their sense of next steps by first week of September

B. 2805 East Cork – Davis Creek- City of Kalamazoo

1. Two monitoring events were conducted since the last meeting; a normal monthly sampling was completed 7/23; a dry weather sampling event was conducted 8/10 to 8/12; two draft reports were submitted to the City of Kalamazoo

2. Upcoming field activity – 8/27 Monthly monitoring event

C. City of Kalamazoo Wellhead Protection / Petroleum Concerns – Work Order #18 – Rapid Transit Site – 802 S. Burdick, Kalamazoo, MI

1. Phase 1 Environmental Site Assessment is underway.

2. Upon receipt of property access, proposed Phase II ESA activities will be initiated.
- D. 801 S. Burdick, Kalamazoo, MI – Bronson Update
 1. David Artley commented that the DEQ letter on file accepts **BEA** that was submitted 8 years ago.
 2. Still need a second site
- E. Future funding – Meeting with City of Kalamazoo, BRA Envirologic Technologies, and County BRA
 1. Still debating on combining applications for October 16
- F. Other

XI. Other

XII. Board Member Comments

- A. Marc Hatton made a comment that Jeff Hawkins was a big success at the last MEDA Event. Thank you!
- B. BRA workshops on Sept 29 -emails will be sent out – Lansing
- C. Julie Rogers is looking for members to help with the Highway cleanup on Sunday September 13 at 2 pm - McDonalds at the Galesburg Exit.

XIII. Adjournment

Thell Woods made a motion to adjourn the meeting at 5:40 pm..
Clare Annen seconded the motion.
The motion carried unanimously.

Next Meeting is Thursday, September 24, 2009 immediately following the EDC meeting in Room 207A.

PLEASE CALL 384-8304 OR EMAIL DPARTL@KALCOUNTY.COM IF YOU ARE UNABLE TO ATTEND THE MEETING. IT IS IMPORTANT THAT WE HAVE A QUORUM. Thank You!

