

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, February 26, 2009  
**PLACE OF MEETING:** County Administration Building  
**MINUTES – Revised per March 26 mtg**

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Present were: Marc Hatton, Robert Barnard, Thell Woods, Clare Annen, Larry Baumgart, Ken Peregon, Katrina Schuur, Julie Rogers, Ruth Blake  
Absent: Art Hoekstra, Matt VanDyk  
Ex Officio Members absent: Tim Hudson, Glen Avis  
Staff Support: Lotta Jarnefelt, David Artley, Jeff Hawkins (consultant)  
Guests Present: Connie Ferguson, Mary Brown, Jamie Clark  
Recording Secretary: Tracy Free

- I. Meeting called to order – by Chair Mr. Woods at 4:05 pm
- II. Seating of New Member – None at this time.
- III. Approval of Minutes: January 22, 2009 minutes were approved unanimously without revisions
- IV. Bills for Payment
  1. **Invoice #25250: Total \$420.00**  
Act 381/Loan Work Plan  
Work order #10 - \$420.00  
Activities include billed time involving calls with County and Midlink and preparation of Act 381 Work Plan
  2. **Invoice #25251: Total \$514.27**  
Consumers Credit Union – 4017 - 4025 Portage Road, Kalamazoo, MI  
Work order #11 (Bill Group A) - \$514.27  
This can be applied only to the Petroleum Grant.  
Activities include billed time involving final report preparation.
  3. **Invoice #25252: Total \$942.74**  
SFE Manufacturing – 9718 Portage Road, Portage, MI  
Work order #13 (Bill Group B) - \$942.74  
This can be applied only to the Hazardous Substance Grant.  
Activities include billed time involving completion of Phase II ESA, including data evaluation, field services, client communications, report preparation and expenses
  4. **Invoice #25253: Total \$2,791.00**  
Brown Family Holdings – 2700 N. Pitcher, Kalamazoo, MI  
Work order #15 (Bill Group A) - \$2,791.00

This can be applied only to the Hazardous Substances Grant Activities include data review, eligibility determination activities and meeting with MDEQ.

Payment of bills was approved unanimously.

V. Work order adjustments

**2700 N. Pitcher St., Kalamazoo, MI**

#15-Phase I ESA, BEA, Due Care Activities and Brownfield Plan

Funding Source: Hazardous Substances

Grant Work Plan Reference: Task 1 and 3

Task 1: Project Initiation, including: Project Management (**beyond original scope**); Health Safety Plan; Sampling and Analysis Plan, and Eligibility Determination; **MDEQ Meetings**

**Amended Total: \$3,000**

Task 3: **Phase II ESA as amended – An additional tank was added as recommended by the Fire Department**

**Amended Total: \$33,174**

**Total Amended Work Order #15 - \$47,674**

**#16 – General Programmatic Activities**

Funding Source: Split Evenly Between Hazardous Substances and Petroleum Grants

Grant Work Plan Reference: Task A-6 and Task B-5. Community Outreach, Programmatic Expenses

**Total Amended Work Order: \$2,500 to conduct general programmatic activities as required by the grant and as requested by County Staff. This can be split evenly between the Hazardous Materials and Petroleum Grants.**

Change of work orders was approved unanimously.

VI. New Assessment Request

a. 8975 Shaver Road, Portage, MI

1. Dave Artley met with Jeff Erickson
2. Old chemical site has issues and the question is - whether or not to put the costs under Portage Brownfield?
3. A reimbursement agreement has not been reached on EPA testing.
4. The work order is not to exceed \$25,000

b. Central Manufacturing Systems

1. 40 year old logistics company in Three Rivers
2. American Inks is moving into building
3. Phase I has already been funded
4. Building has been empty for 5 to 6 years

5. Not all of the building will be used
6. \$450,000 is the estimated cost which does not include rehab and development

Motion to go ahead with Phase II EPA testing that is not to exceed \$25,000.00 was approved unanimously.

#### VII. Staff Report

- a. 4017/4023 Portage – City of Kalamazoo  
Project is complete.
- b. 9718 Portage – SFE – City of Portage  
Project is complete. No contaminants were found.
- c. 2805 East Cork – Davis Creek – City of Kalamazoo  
Approved by EPA and planning the actual implementation of Phase II. On schedule.
- d. 2700 North Pitcher – Goodwill Site – update  
Potential Grant / Loan Site is not feasible.
- e. 2650 North Pitcher – Wright Coating  
Project will not proceed.
- f. 5200 East Cork – Midlink
  1. BEA submitted
  2. Developers Agreement  
- Have not pressed
  3. Loan Agreement  
-Currently is the hold up
  4. Letter of Credit
  5. 381 and Loan Work Plan  
-A recommendation was made to separate the 381 from the loan instead of taking it as a package to the County  
-381 will give back to the schools
  6. Loan Management Agreement  
- Meetings are in March and April with the County
- g. Other – Future funding: Meeting with Kalamazoo City scheduled to consider applying for future EPA grants collectively with City.

#### VIII. PR / Media Committee

- a. Project sheets (ET making)
  1. Includes the description and picture of project
  2. Contact Information will be included at the bottom
  3. Can be put on website
  4. Will be used as a presentation tool
  5. A recommendation was given to put aerial map on the backside

- b. A two-year work summary analysis is in the works with emphasis on jobs created and economic activities supported by the committee.

IX. Other

1. Mary Balkema is a guest speaker at the March 2009 meeting
2. A future meeting will be set up to discuss EPA Grants.
3. The Officers annual meeting is scheduled for April, 2009

X. Citizens Comments

XI. Meeting was adjourned at 5:40 pm

The next meeting is scheduled for Thursday, March 26, 2009 @ 4:00 pm in Room 207A.