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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, February 27, 2014  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, 207a  
**TIME:** 4:00 pm

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***Minutes***

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**Present:** Clare Annen, Julie Rogers, Anne Summerfield, Habib Mandwee, Christopher Carew, Andy Wenzel, Travis Grimwood, Ken Peregon

**Members Excused:** Joe Agostinelli, Thell Woods, Tim Hudson

**Kalamazoo Township:** None

**Staff:** Lotta Jarnefelt

**Consultant:** Jeff Hawkins

**Recording Secretary:** Zeña Vos

**Community:** 2

1. Vice Chair Annen called the meeting to Order at 4:03 pm.
2. Members Excused: Agostinelli, Thell Woods, Tim Hudson
3. Approval of the Agenda: **Carew moved and Peregon seconded the approval of agenda. Motion Carried.**
4. Approval of Minutes: **Carew moved and Mandwee seconded the approval of January 23, 2014 minutes. Motion Carried.**
5. Citizens Comments: None
6. Consent Calendar
  - a. None
7. Discussion and/or Action Calendar
  - a. **Discussion/Action** – End of Year Finances
    - i. Review of 2013 Expenses and Revenues  
Jarnefelt provided an updated packet, correcting a \$30.00 discrepancy and gave a brief explanation. Rogers appreciated the detailed information in the 2013 Expenses and Revenues.

Rogers also suggested that staff present a summary of the BRA activities to the County Board/Administration. Hawkins will provide a one page dashboard of the recent BRA activities for Administration and County Board.

306 N Grand Project – Wenzel suggested putting up sign that would say Brownfield & Land Bank incentives. Jarnefelt will contact the Land Bank.

Portage Road Site – Jarnefelt mentioned that they should be expecting to start collecting TIF on the site. The latest news from Alex Gwiazdowski is that his attorney is still reviewing the Development Agreement.

Vicksburg Paper Mill –

Jarnefelt mentioned that Adams attended the Land Bank interviews with prospective Real Estate Agents for the Mill. At least one buyer is interested in the site.

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Hawkins relayed an update from David Harn from the MDEQ; David was unable to attend the meeting. Harn stated that the DEQ sent a compliance communication regarding releases at the former Fox River Paper Company to Neenah Paper Incorporated. MDEQ is identifying Neenah Paper as the liable party with respect to addressing the release that was identified at the property. They have not received a reply yet.

Jarnefelt asked the Board to review the Administrative cost and reimbursement for 2013 and approve it at the next meeting.

**b. Discussion/Action – Corner @ Drake**

**i. Application**

Curt Aardema and Joe Gesmundo from American Village Builders (AVB) provided a packet for the Corner @ Drake Project and presented information regarding the project.

Gesmundo stated that he bought the commercial property and three adjacent residential lots 20+ years ago, for future development. He left the property untouched until this year. They are developing the site and have found asbestos on the residential properties. He stated that developing the site is costing them a lot more than anticipated.

Discussion ensued regarding a potential liable party since the owner did not conduct proper assessments at the time of purchase. It is possible that the developer is the liable party.

**Summerfield moved and Peregón seconded the approval of the application.**

Rogers stated the current policy does not fund the liable parties. More discussion ensued.

Aardema mentioned that they have draft of Phase I, which shows no recognized environmental conditions.

**Rogers made amendment to original motion to postpone until next month for more information, supported by Mandwee. Motion Carried.**

**Summerfield made a motion to withdraw her motion, supported by Peregón.**

**c. Discussion/Action – Apollo Plastics**

Annen noted a previously motion made to take the \$27,000+ that was spent on the Apollo project and recoup it through Administrative expenses. The motion was suspended pending a legal opinion.

Hawkins spoke with Jim Mills from the Department of Treasury; Hawkins quoted Mills saying the he “doesn’t have a problem with the concept.” Mills indicated that the statute says that the Authority is free to accomplish the purposes for which it was formed. He stated that the BRA has the latitude to make that decision but needs to work it out internally. If the project revenue is coming from another project, it needs to be justified and needs to look at the Development Agreements of other projects to determine if it’s an acceptable expense.

After discussion, Annen asked if there was support for the motion. There was none. Annen withdrew the motion.

**d. Discussion/Action – 9008 Development Agreement**

**i. Update – already mentioned in 7 a. Staff is waiting for the Developer to sign the Development agreement; the developer cannot receive payment for eligible**

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expenses until agreement is in place.

e. **Discussion/Action** – Vicksburg Paper Mill

- i. Update – already mentioned in 7 a. A question was posed: should Brownfield Plan be recorded in the Register of Deeds office so that the fact that a parcel is in a brownfield plan comes up in a title search. Public hearing serves the purpose of making it public knowledge, but there is no tie to the parcel. Jarnefelt will look into this.
- ii. The MOU should be presented to Vicksburg Village Council and Vicksburg Village BRA for their signature. Staff will make a request to present the MOU at a regular meeting of each authority.

f. **Discussion/Action** – Nomination Committee.

- i. Grimwood and Rogers will contact Board members and request nominations for Chair, Vice Chair and Secretary for the KCBRA and EDC for the annual meetings in April.

g. **Discussion/Action** – Envirollogic Technologies Work Order #9 - \$2,500

- i. Work Order #9 for General Brownfield Consulting. Corner @ Drake project and others will require consulting services by Envirollogic Technologies. **Rogers moved and Grimwood seconded the approval of a Work Order for General Brownfield Consulting for \$2,500. Motion Carried**

h. **Discussion** – LSRRF

- i. Discussion was tabled until the next meeting.
- ii. Hawkins will provide information about LSRRF and create a “dashboard” to help keep up with the status of County’s Brownfield Plans.
- iii. Annen provided staff with questions about the LSRRF that will be answered in the LSRRF discussion.

8. Staff Reports

- a. None.

9. Committees - times dates and places

- a. Land Bank Report– No report
- b. Project/Finance Committee– verbal report, meeting schedule Thursday, Mar 13<sup>th</sup>, 4:00 pm
- c. Executive Committee – verbal report, meeting schedule Friday, Mar 14<sup>th</sup>, 8:30 am
- d. PR/Media Committee – No report

10. Other – Ron Reid, Supervisor of Kalamazoo Township, was in the audience, and reported that DEQ has some funds that they will be using for clean-up on the Nolichucky (Georgia Pacific) site in Kalamazoo Township.

11. Board Member Comments

Rogers asked to attend the Executive Committee meeting instead of the Project & Finance Committee meeting in March

12. Adjournment - **Rogers moved and Grimwood seconded to adjourn the meeting at 6:15 pm. Motion carried.**

**Next Meeting: 4<sup>th</sup> Thursday – March 27, 2014 at 4pm (room 207a, County Admin Bldg)**

PLEASE CALL 384-8112 OR EMAIL LAADAM@KALCOUNTY.COM

IF YOU ARE UNABLE TO ATTEND THE MEETING

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