

KALAMAZOO COUNTY  
BROWNFIELD REDEVELOPMENT AUTHORITY  
**MINUTES**

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**MEETING DATE:** Thursday, February 25, 2010  
**PLACE OF MEETING:** County Administration Building

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Present were: Clare Annen, Robert Barnard, Larry Baumgart, Ruth Blake, Leroy Crabtree, Marc Hatton, Julie Rogers, Katrina Schuur, Matthew VanDyk, Thell Woods  
Staff Support: David Artley, Jeff Hawkins (consultant), Lotta Jarnefelt  
Excused: Ken Peregon  
Absent: Representatives from Augusta, Kalamazoo and Comstock  
Recording Secretary: Lori Pyatt

1. CALL TO ORDER

Chairperson Rogers called the meeting to order at 4:01 p.m.

2. APPROVAL OF MINUTES

A motion to approve the January 2010 Minutes as presented was made by Ms. Schuur, supported by Mr. Crabtree and unanimously approved.

3. CITIZENS COMMENTS

There were no comments made.

4. CONSENT CALENDAR

Bills for Payment –

a. **Invoice #26028: Total \$650.00**

General Programmatic Activities

Work Order #16 and 19 (Bill Group D) - \$650.00

This can be split evenly between the Petroleum Grant and the Hazardous Substances Grant.

Activities include: communications and meetings with client, revisions to budget summary table and preparation and submittal of Quarterly Report to EPA.

b. **Invoice #26029: Total \$240.00**

Midlink Business Park

Work Order #6 (Bill Group G) - \$240.00

This can be only applied to the Hazardous Substances Grant.

Activities include: communications with County and Midlink attorney; provided file information to attorney for Midlink.

c. **Invoice #26039: Total \$5,938.85**

Rapid Transit Cab Company - 802 S. Burdick

Work Order #18 (Bill Group C) - \$5938.85

This can be only applied to the Petroleum Grant.

Activities include: sampling activities, preparation of combined Phase I/II ESA Report and laboratory analytical fees.

This is a final invoice for this project.

*A motion to approve Invoice #s: 26028, 26029, and 26039 was made by Mr. Annen, supported by Mr. Crabtree, and unanimously approved.*

5. COMMITTEE REPORTS

A. Executive Committee –

- Next meeting would be Wednesday, March 10, 7:30am, at the County Administrative Building

B. Project/Finance Committee –

- Next Meeting would be Thursday, March 11, 4:30 pm, in the Georgian Room at the Nazareth Complex.
- A brief discussion ensued on how often the committees should meet.

- The group agreed to leave the schedule as is, then if there wasn't enough business to be handled a cancellation call would be made the week before.
  - Chair Rogers invited the members to email business ahead of time to be researched before the meeting and placed on the agenda.
- C. PR/Media Committee –
- Ms. Schuur stated that a meeting hadn't happened because it was difficult to get on agendas. She also stated that more help was needed. Mr. Crabtree volunteered to help her.
  - She hoped to have a brainstorm session, especially in light of what surfaced during the retreat. Meeting will be Monday 3/15 at 4:30 pm at Michelle's on Gull Road.

## 6. STAFF REPORTS

### A. Land Bank

### B. Midlink

- Mr. Artley communicated with David Smith; they had comments on the 381 Plan and would like to dialogue on the Development Agreement and the LDFA
- communications on the LDFA and the Intergovernmental Agreement would be between the BRA and the Comstock LDFA. and could come in March
- discussion turned to buyers' due diligence. Mr. Artley agreed to check if the property sale had closed
- the property was already under the pre-existing Brownfield plan, so the plan wouldn't have to be amended for the new owners

### C. Davis Creek – 2805 East Cork

- the funds had been fully expended
- an extreme weather event sampling was occurring at that time; several other monitoring events were occurring on the property as well
- methane continued to be monitored regarding how levels were affected by winter weather, the water table, etc.
- the data was being interpreted
- a presentation was tentatively scheduled for March

### D. Browne Family Holdings / BECKAN Industries

### E. City of Kalamazoo Wellhead Protection / Petroleum Corners (Work order #18)

#### Rapid Transit Site – 802 S. Burdick

- because all projects were not implemented, \$9,500 could be moved back; September 30th was the deadline to spend the remaining dollars
- Mr. Annen thought it would be a good idea to spend some of the dollars outside the city, or on the Davis Creek project; discussion ensued

### F. Other Petroleum Site in the City Wellhead Protection Zone

### G. Future Funding – EPA submitted 10/16/09

### H. Current EPA grants/budget reallocation

- Announcements would be made in April

### I. Other

#### Abbey Property –

- an application would be considered regarding assessment funds to look at the 200+ acres along the southern and western sides
- the issue was a buried, concrete filled pipeline

- had Brownfield & community good potential
- if the foundation purchased it, it could later be let out for grants or green development
- discussion ensued on the potential for it becoming a Brownfield property
- history: around 2002, over 100,000 gallons of combined product and water was flushed out – because of the degradation and twisting nature, they were only able to flush out certain areas; it was questionable how much of the pipe line was actually on the property, and how much product remained
  - the DNRE had indicated that no further action was necessary on the property

#### DNRE Update

- because many communities were not able to use their money, there was a combined 14 million available for projects
- Mark Ducharme has been assigned to do a position paper on sustainable green remediation
- More information could come in the future

#### Apollo Property:

Discussion turned to the Apollo property and how the Authority could be paid back (via: a lien) in the event the property was sold. Mr. Artley said he would look into it. Mr. Hatton agreed to ask the Association of Brownfields about any similar incidence.

### 7. OTHER

A. National Brownfield Conference Report –

B. Board Retreat – General Reaction:

- summary would come in March
- a Bylaws Committee for both BRA and EDC was created to review the bylaws and bring suggest changes/additions/deletions to the Boards:
  - Mr. Woods, Mr. VanDyk and Mr. Crabtree volunteered to be on the Bylaws Committee for both the BRA and the EDC.*
- it was agreed that suggestions would go before County Legal, then emailed to the Members before being voted on by the BRA/EDC Boards
- Chair Rogers hoped the endeavor would be completed within a few months

C. State Association of Brownfields

D. Convene BRA's in Kalamazoo County/SW MI

E. Other:

- the city had been considering adding acquisition to the list of eligible activities under act 381; it would not include school dollars.
- the House Committee on Commerce had heard comments and the Full House passed it, the Senate passed their version of the bill
- there was no conflict of interest with Land Banks

### 8. BOARD MEMBERS COMMENTS

There were no comments made.

### 9. ADJOURNEMNT

The meeting was adjourned at 5:10pm.

***Next Meeting: March 25, 2010***

Respectfully submitted: LP