

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, December 19, 2019
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Joe Agostinelli, Gary Barton, Chris Carew, Connie Ferguson, Travis Grimwood, Doug Milburn, Jodi Milks, Ken Peregon, Meredith Place (arrived at 4:10), Andy Wenzel

Members Excused: Mandwee

Kalamazoo Township: Sherine Miller

Staff: Rachael Grover

Consultant: Jeff Hawkins, Envirologic Technologies

Recording Secretary: Rachael Grover

Community: 6

1. Chair Ken Peregon called the meeting to Order at 4:02 p.m.

2. Members Absent: Mandwee

3. Approval of the Agenda:

Milks motioned approval of the agenda and Grimwood seconded the motion. Motion carried.

4. Approval of Minutes: BRA Minutes of November 21, 2019

Ferguson motioned approval of the November 21, 2019 minutes and Grimwood seconded the motion. Motion carried.

5. Citizens Comments: Chair Peregon introduced Iris Lubbert who is the Planning Director for Oshtemo Township.

6. Consent Agenda – Invoices:

a. **\$1,242.50** - Envirologic General WO # 2019-1 General Environmental Review

b. **\$ 752.50** - Envirologic General WO # 2019-3 General Environmental Review

c. **\$2,371.50** - Varnum Inv. #1085328 –City of Portage Development Agreement Project Spartan

d. **EPA Grant Invoices**

i. **\$ 570.00** – (285.00 Haz.; \$285.00 Pet.) – Envirologic WO#3 Outreach/Programmatic

ii. **\$ 197.50** – (Pet.) – Envirologic WO# 22 – City of Parchment River Reach Property

iii. **\$ 145.00** – (Haz) – Envirologic WO#18 – Island Avenue

iv. **\$ 985.00** – (Pet.) – Envirologic WO# 23 – Diamond Auto

v. **\$ 175.00** – (Pet.) – Envirologic WO#24 – 643 N. Riverview Dr.

vi. **\$1,977.65** – (\$988.83 Pet.; \$988.83 Haz.) – Envirologic WO#27 – 10 and 2 Mills Street

vii. **\$ 940.00** - (Pet.) – Envirologic WO#26 – 8509 Portage Road, City of Portage

viii. **\$1,274.80** – (Haz.) – Grover travel for National Brownfield Conference

ix. **\$1,259.19** – (Pet.) – Peregon Travel for National Brownfield Conference

Carew motioned to approve the consent agenda and Milburn seconded the motion. Motion carried.

7. Discussion and/or Action Calendar

a. **Discussion/Action:** 3815 and 3817 N. Westnedge Ave – Phase I ESA

i. Part I Application

Jared Foster of Native Connections described the company and presented the plans for the former Quality Precast property.

Grimwood motioned to approve the Part I and Part II Application subject to receipt of the \$195 application fee. Wenzel seconded the motion. Motion carried with Carew abstaining.

ii. Phase I ESA Proposal - \$1,195.00

The project is not likely to be in a Brownfield Plan and is not currently in a Brownfield Plan so the LBRF funding is not currently available under Michigan Act 381. Staff noted that the General KCBRA Budget includes a \$10,000 Site Assessment fund that the KCBRA has specified for use of up to \$2,000 per project for smaller projects that are not likely to increase significantly in property value.

Place motioned to approve funding the Phase I ESA with the Site Assessment Fund and Milks seconded the motion. Motion carried with Carew abstaining.

b. **Discussion/Action:** 1203 E. Main Street – Eastside Neighborhood Association

i. Part I Application – request for Phase II ESA

Pat Taylor, Executive Director of the Eastside Neighborhood Association, presented the plans for the parcels. Jamie McCarthy with the City of Kalamazoo stated that the City provided funding for the Phase I ESA and the Foundation for Excellence will be providing funding toward the purchase.

KCBRA Board requested an extension of the purchase agreement and site access agreement from the seller of the property prior to making a decision on funding.

c. **Discussion/Action:** Vicksburg Mill

i. **\$ 280.00** – Envirologic Invoice #06128 – EGLE loan oversight

Agostinelli motioned to approve invoice and Milks seconded the motion. Motion carried with Grimwood abstaining.

ii. Grant amendment Update

Agostinelli motioned to authorized Chair to execute the grant amendment once received from EGLE and Wenzel seconded the motion. Motion carried with Grimwood abstaining.

d. **Discussion/Action:** EPA Grant

i. Envirologic Monthly Memo – Hawkins provided an update from the memo.

e. **Discussion/Action:** Envirologic Contract Amendment #6 – for FY2020 General Environmental Services

Agostinelli motioned to approve the Contract Amendment #6 and Wenzel seconded the motion. Motion carried.

f. **Discussion/Action:** Envirologic General Services Work Order 2020-1

Milks motioned to approved the Work Order and Place seconded the motion. Motion carried.

8. Financial Reports

a. **Discussion:** Funds 247 and 643

Staff provided an update

9. Staff Report

10. Committees - times dates and places

- a. Land Bank Report – Next meeting is TBD in 2020
- b. Project/Finance Committee – Thursday, January 9, 2020 @ 4:00 p.m., Room 105
- c. Executive Committee – Friday, January 10, 2020 @ 9:15 a.m., Room 105

11. Other

The BOC reappointed Agostinelli and Wenzel. The BOC Appointments committee is interviewing two additional candidates.

12. Board Member Comments

13. Adjournment: **Meeting adjourned at 5:39 p.m.**

Meetings of the Kalamazoo County Brownfield Redevelopment Authority are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity, or disability. The Kalamazoo County Brownfield Redevelopment Authority will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four (4) business days' notice to the Kalamazoo County BRA. Individuals with disabilities requiring auxiliary aids or services should contact the Kalamazoo County BRA by writing or calling:

Rachael Grover
Resource Coordinator, Planning and Development
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007
TELEPHONE: (269)384-8305

