
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, May 23, 2019
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Joe Agostinelli, Chris Carew, Connie Ferguson, Habib Mandwee, Douglas Milburn, Ken Peregou, Meredith Place

Members Excused: Gary Barton, Travis Grimwood, Jodi Milks, Andy Wenzel

Kalamazoo Township: Sherine Miller

Staff: Rachael Grover, Lotta Jarnefelt

Consultant: Jeff Hawkins, Envirollogic Technologies

Recording Secretary: Rachael Grover, Lotta Jarnefelt

Community: 1

1. Chair Ken Peregou called the meeting to Order at 4:05 p.m.
2. Members Excused: Barton, Grimwood, Milks, Wenzel
3. Approval of the Agenda: **Place motioned approval of the agenda and Ferguson supported the motion. Motion carried.**
4. Approval of Minutes: **Ferguson motioned approval of the April 25, 2019 minutes. Mandwee supported the motion. Motion carried.**
5. Citizens Comments: None
6. Consent Agenda – Invoices:
 - a. **\$ 886.25** – Envirollogic General Environmental WO# 2019-1
 - b. **\$ 140.00** – MDEQ/EGLE Grant 3rd Party Environmental Oversight Invoice – Envirollogic
 - c. **EPA Grant Invoices**
 - i. **\$ 3,590.00** – (all to Haz.) – Envirollogic WO# 18 – 100 Island Ave
 - ii. **\$ 255.00** – (\$127.50 to Haz.; \$127.50 to Pet.) Envirollogic WO#3 – Outreach/Programmatic

Agostinelli motioned to approve the consent agenda and Milburn supported the motion. Motion carried.

7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Vicksburg Mill
 - i. Environmental 3rd Party Oversight – Amendment #1 to WO# 2019-2 – Add \$5,000
Agostinelli motioned to approve increase to Envirollogic work order, Place supported the motion. Motion carried.
 - ii. Updates: Grant work – staff and Envirollogic provided an update of meeting with Developer and sampling has started at the property per the Grant Work Plan.
 - iii. Updates: Transformational Brownfield Plan – staff provided an update of call with the MEDC. Estimated date for the Plan to be on the MSF Board Agenda is July 23rd.
 - iv. Update – Development Agreement and Invoice to Paper City for legal costs
Staff will send Paper City an invoice for legal costs.
 - b. **Discussion:** EPA Grant
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i. Envirologic Monthly Memo

Sherine Miller asked if the KCBRA can do assessments on property that may not have a specific project yet. Hawkins noted as long as the KCBRA receives site access from current property owner and receives an eligibility determination, the KCBRA could assess properties.

Carew asked what the timing and trigger is for requesting an extension from the EPA. Staff will contact EPA Region 5 regarding process to request an extension if that is needed.

- c. **Discussion/Action:** \$750 Grover Travel Budget to AIPG Environmental Risk Management Conference – Roscommon, MI - June 11-12, 2019. \$250 Registration, \$175 hotel (2 nights), \$250 mileage, \$75 per diem.

Ferguson motioned to approved Grover travel and registration for AIPG Conference and Carew supported the motion. Motion carried.

8. Financial Reports

- a. **Discussion:** Fund 247 and 643

Staff provided financial update from packet. Brown Family Holding capture is complete. Board discussed option for celebrating in some manner now that the project is back on the tax rolls.

- b. **Discussion/Action:** 2020 Budget – Due to County Finance May 31st – budget requires Board approval

Carew motioned to approve the 2020 Budget for submittal to County Finance, and Mandwee supported the motion. Motion carried.

9. Staff Report - Land Bank is having an open house May 29th for the Eastside Gateway project. Staff and Chair Peregon attended the Delta Marriott Conference Center ribbon cutting.

10. Committees - times dates and places

- a. Land Bank Report – Next Meeting, June 13, 2019, 8:30 a.m.
b. Project/Finance Committee – Thursday, June 13, 2019, 4:00 p.m.
c. Executive Committee – Friday, June 14, 2019, 9:15 a.m.

11. Other – None

12. Board Member Comments - None

13. Adjournment: Meeting adjourned at 5:01 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:

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