

**Van Buren County Brownfield Redevelopment Authority
Regular Meeting Minutes
August 8, 2018**

Board of Commissioners Room, 2nd Floor Administration & Land Services Building

1. Call to Order and Determination of Quorum

At 3:30 pm, by Chairperson Lisa Phillips, with attendees/absentees/quorum status as follows:

Board Members Present (7): Chair Lisa Phillips, Sarah Moyer-Cale, Kate Hosier, Gail Patterson-Gladney, Cynthia Compton, Zack Morris, Katie Strohauer; **Board Members Absent and Excused (2):** Vice-Chair Jan Petersen, Jeff Mills; **Board Vacancies: (0).** A quorum (7 of 9) is initially present.

Others present: Secretary-Treasurer Wayne Nelson, Environmental Consultant Erik Peterson, Charles Brandt representing Nightmare Realm LLC., New project applicants Washington O'Brien Jr and Susie O'Brien.

2. Approval of Agenda

Motion by Patterson-Gladney, supported by Moyer-Cale, to approve the Chairperson's prepared agenda. Approved by a vote of 7-0.

3. Approval of Minutes of Regular Meeting held July 11, 2018

Motion by Morris, supported by Hosier, to approve the minutes of the Regular Meeting held July 11, 2018, as presented. Approved by a 7-0 vote.

4. Public Comment—Charles Brandt of Nightmare Realm LLC, briefed the Board on site plan and township review for the project at 23492 Red Arrow Highway.

5. Correspondence—Morris announced that he referred a potential project inquiry to Environmental Consultant Erik Peterson. Nelson announced he has had introductory communication with the new EPA project liaison Matthew Didier.

6. Secretary-Treasurer's Report--Nelson reviewed his written report, and presented the following invoice for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Date</i>	<i>Purpose</i>
\$ 443.75	PECS	#1867	2018-07-19	Services on Paw Paw Brewing project

Nelson assumed chair due to Phillip's conflict as the principal of the vendor. Motion by Hosier, supported by Compton, to approve payment of this invoice totaling \$443.75. Approved by a vote of 6-0, Phillips abstaining.

7. New Business--

a. Paw Paw Brewing LBRF Loan Interest Start Date

Nelson remains in Chair. In 2017 the Board had approved extending the date of the first payment on this loan from August 1, 2017, until August 1, 2018, but did not modify the interest start date of August 1, 2017. The Borrower is requesting that change now. Motion by Morris, supported by Patterson-Gladney, to modify the terms of the LBRF Loan to Black River Enterprises LLC (dba Paw Paw Brewing) by changing the start date for interest accrual from August 1, 2017, to August 1, 2018. Approved by a vote of 6-0, Phillips abstaining as she personally represents the Borrower.

- b. **Board Member Departure**—Phillips departed the meeting at 3:57 pm. A quorum (6 of 9) remains. In the absence of both the Chair and Vice-Chair, Nelson assumes the Chair for the duration of the meeting.
- c. **Application for Assistance for 72222 8th Avenue**
Erik Peterson introduced Washington O'Brien Jr and Susie O'Brien, husband and wife and owners of the property at 72222 8th Avenue, in South Haven Charter Township. A Project Concept Application Form was submitted for preparation and removal of a presumed 500-gallon gasoline storage tank. The O'Briens have an agreement to sell this and an adjacent parcel in connection with a new planned unit development. The developing buyer may or may not be interested in pursuing a Brownfield Plan. Peterson stated that it appears the project is eligible for EPA Petroleum Grant funding. Motion by Hosier, supported by Patterson-Gladney, to receive the Project Application, to approve Work Order #18 with a maximum cost of \$9,425, and to authorize Erik Peterson to proceed upon receipt of a signed Development Agreement and the project application fee. Approved by a vote of 5-0, Compton abstaining as she is the agent for the applicants in the sale transaction.
- d. **Board Member Departure**—Moyer-Cale departed the meeting at 4:30 pm. A quorum (5 of 9) remains.

8. EPA Grant—Updates

- a. **23492 Red Arrow Highway**--Charles Brandt's comments are shown in the Public Comment section.
- b. **109 E. Michigan Avenue, Paw Paw**—This petroleum project is proceeding.
- c. **67902 Red Arrow Highway, Hartford Township**—Peterson reported that he is working with MDEQ officials toward the possibility of a revised Loan Program application.
- d. **05585 Blue Star Highway, South Haven Charter Township**--There is no current progress to report on the project
- e. **EPA Grant Status**—Peterson presented an updated report on the EPA Grant financial status and the continuing outreach program.

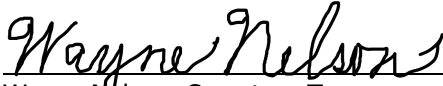
9. Current Brownfield Plans Update

- a. **Midwest V, LLC (Paw Paw Laundry)**—Nelson is working with the MDEQ to finalize eligible costs for the MDEQ Loan, to settle with the MDEQ on the return of excess loan advances, to establish a final loan amortization schedule, and any other final steps for the active phase of the project.
- b. **Mattawan Commercial**—The developer continues to attempt to find a tenant for the project, although there remains a possibility the original tenant may reverse its decision not to proceed.
- c. **Paw Paw Brewing**-- Asbestos abatement is nearly complete. All MDEQ Loan Eligible costs must be completed by September 2. Nelson and Phillips will monitor this and, if necessary, be ready to submit an extension request to the MDEQ.
- d. **Board Member Departure**—Patterson-Gladney departed the meeting at 4:45 pm. The quorum is lost and only discussion may occur from this point forward.

- e. **Village Pharmacy, Paw Paw**--Erik Peterson announced that he had provided the Board with documentation for the eligible costs on this project. Nelson will refer the matter to Chair Phillips for inclusion as an agenda item at the next meeting.

10. Adjournment

There being no additional items to discuss and no quorum present, Nelson adjourned the meeting at 4:50 p.m.



Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
DEQ or MDEQ	Agency	Michigan Department of Environmental Quality
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC	Agency	Van Buren County Board of Commissioners
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan