

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes September 12, 2018

**Board of Commissioners Room, 2nd Floor Administration & Land Services Building,
219 E Paw Paw St, Paw Paw MI 49079**

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 (8): Chair Lisa Phillips, Vice-Chair Jan Petersen, Jeff Mills Sarah Moyer-Cale, Gail Patterson-Gladney, Cynthia Compton, Zack Morris, Katie Strothauer; **Board Members Absent and Excused (1):** Kate Hosier; **Board Vacancies: (0).** A quorum (8 of 9) is initially present.

Others present: Secretary-Treasurer Wayne Nelson, Environmental Consultant Erik Peterson, Derek Nofz for new applicant White Tree Properties LLC, Keith Pitts and David Ogren for potential applicant Marrone Michigan Manufacturing.

2. Approval of Agenda

Motion by Compton, supported by Petersen, to approve the Chairperson’s prepared agenda. Approved by a vote of 7-0.

3. Approval of Minutes of Regular Meeting held August 8, 2018

Motion by Patterson-Gladney, supported by Morris, to approve the minutes of the Regular Meeting held August 8, 2018, as presented. Approved by a vote of 8-0.

4. Public Comment—None

5. Correspondence—None

6. Secretary-Treasurer’s Report--Nelson reviewed his written report and presented the following invoices for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Date</i>	<i>Purpose</i>
\$ 1,088.75	PECS	#1883	2018-09-04	PP Brewing services
<u>\$ 5,171.00</u>	Martin & Assoc. Env.#	#4974	2018-08-14	PP Brewing asbestos removal
<u>\$ 6,259.75</u>	Paw Paw Brewing Project Sub-Total			
\$ 3,000.00	Envirologic	#04839	2018-08-20	23492 Red Arrow; Phase I ESA
<u>\$13,318.37</u>	Envirologic	#04885	2018-09-07	23492 Red Arrow; Phase II
<u>\$16,318.37</u>	Envirologic Sub-Total			
<u>\$22,578.12</u>	Total			

a. Action on Paw Paw Brewing Invoices and Documentation

Vice-Chair Petersen assumed chair due to Phillip’s conflict as the principal of a vendor and consultant for the Developer. Motion by Mills, supported by Moyer-Cale, to approve payment of the two invoices relating to the Paw Paw Brewing project totaling \$6,259.75, and to receive and approve the documents submitted on behalf of the Developer to submit Grant Reimbursement Request #5 and Loan Reimbursement Request #6 to the MDEQ, along with other construction phase closeout documentation. Approved by a vote of 7-0, Phillips abstaining. *Note: Refer to Item 9c for more info on the documentation.*

b. Action on Envirologic Invoices

Phillips returned to the Chair. Motion by Morris, supported by Patterson-Gladney, to approve payment of the two invoices from Envirologic totaling \$16,318.37. Approved by a vote of 8-0.

7. New Business

a. White Tree Properties LLC--New project.

Erik Peterson introduced Mr. Derek Nofz, principal of White Tree Properties LLC, and filed a new project application for the building at 42427 County Road 653, in Almena Township. White Tree Properties has an agreement to acquire the property subject to environmental review. Erik stated that an initial Eligibility and Phase I ESA would occur upon approvals for use of EPA Grant funding. Erik presented Work Order #19 for \$3,000.00 to accomplish the initial services. Motion by Patterson-Gladney, supported by Morris, to receive the project application and to approve Work Order #19 for \$3,000.00 for Eligibility and Phase I ESA services, subject to receipt of a signed Development Agreement and a \$1,000.00 application fee. Approved by a vote of 8-0.

b. Marrone Michigan Manufacturing—Potential project.

Erik Peterson introduced Keith Pitts, Chief Sustainability Officer of Marrone Bio Innovations Inc., a publicly-traded (NASDAQ) company headquartered in Davis, California, and Mr. David Ogren, Production Manager of Marrone Michigan Manufacturing LLC, a Delaware limited liability company and wholly-owned subsidiary of Marrone Bio Innovations Inc., located at 700 Industrial Park Drive in the City of Bangor Industrial Park. The gentlemen informed the Board about the history of the Bangor site and presented a slideshow about the companies, recent projects, projected new expansions and the issues and challenges of those expansions. Marrone representatives will continue to work with Erik to determine whether the services and programs of the VBCBRA will be a logical next step.

8. EPA Grant—Updates

- a. 23492 Red Arrow Highway**—The approved work has been completed and the property sale from the Marquis Estate to Nightmare Realm LLC is set to close soon.
- b. 109 E. Michigan Avenue, Paw Paw**—This petroleum project is proceeding.
- c. 67902 Red Arrow Highway, Hartford Township**—Peterson reported that he continues to work 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 continues to work 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. The obsolete building on the site has been removed.

- c. **Paw Paw Brewing**—Nelson presented a slideshow of “before and after” photos taken by Phillips showing changes that have occurred at the project site at 780 S. Greps Street in Paw Paw.

Phillips announced that the asbestos abatement is complete. All known MDEQ Loan Eligible costs were completed by the September 2 final date. Phillips has prepared documents to be filed with the MDEQ for the required quarterly reports and construction phase closeout. *Refer to Item 6a for the motion to receive and approve the documentation.*

- d. **Village Pharmacy, Paw Paw**--Erik Peterson announced that he had provided the Board with complete documentation for the eligible costs on this project pertaining to the LBRF loan to the Developer. Motion by Patterson-Gladney, supported by Strohauser, to receive and approve the eligible cost documentation as submitted by Erik Peterson. Approve by a vote of 8-0.

10. Adjournment

There being no additional business, Chair Phillips adjourned the meeting at 4:41 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