

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes October 10, 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 3:32 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, Kate Hosier, Gail Patterson-Gladney, Cynthia Compton, Zack Morris, Katie Strohauser; **Board Members Absent and Excused (1):** Sarah Moyer-Cale; **Board Vacancies: (0).** A quorum (8 of 9) is initially present.

Others present: Secretary-Treasurer Wayne Nelson, Environmental Consultant Erik Peterson.

2. Approval of Agenda

Two minor corrections were made to the Chair's prepared agenda; approved by unanimous consent.

3. Approval of Minutes of Regular Meeting held September 12 2018

Motion by Patterson-Gladney, supported by Morris, to approve the minutes of the Regular Meeting held September 12, 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>
\$ 4,340.00	Envirologic Tech Inc	#04949	2018-10-03	23492 Red Arrow; Phase II BEA & DDCC
\$ 682.50	Envirologic Tech Inc	#04950	2018-10-03	67901 Red Arrow; cleanup planning
\$ 262.50	Envirologic Tech Inc	#04951	2018-10-03	42427 CR-653; eligibility
<u>\$ 2,950.00</u>	Envirologic Tech Inc	#04961	2018-10-04	109 E Michigan; asbestos survey
<u>\$ 8,235.00</u>	Envirologic Sub-Total			
\$14,533.75	Wayne Nelson	#1962	2018-09-30	Services 10/1/2017 to 9/30/2018
<u>\$ 10.30</u>	State of MI/MEDC	#00063	2018-10-10	50% 2017 Captured SET
<u>\$22,779.05</u>	Total of All Invoices			

a. Action on Envirologic Invoices.

Motion by Morris, supported by Compton, to approve payment of the four invoices from Envirologic Technologies Inc. totaling \$8,235.00. Approved by a vote of 8-0.

b. Action on Nelson Invoice.

Motion by Hosier, supported by Patterson-Gladney, to approve payment of the Wayne Nelson invoice #1962 for \$14,533.75. Approved by a vote of 8-0.

c. Action of State of Michigan/MEDC Invoice.

Motion by Petersen, supported by Compton, to approve payment of invoice #00063 to the State of Michigan/MEDC for \$10.30 from 2017 captured taxes for Paw Paw Brewing. Approved by a vote of 8-0.

7. New Business—None

8. EPA Grant—Updates

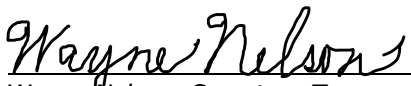
- a. **42427 CR 653/White Tree Properties LLC**—Peterson reports that he is working on the eligibility determination.
- b. **23492 Red Arrow Highway**—The approved work has been completed and the property sale from the Marquis Estate to Nightmare Realm LLC has closed.
- c. **109 E. Michigan Avenue, Paw Paw**—This petroleum project is proceeding with grant work virtually complete.
- d. **67902 Red Arrow Highway, Hartford Township**—Peterson reported that he continues to work with MDEQ officials toward the possibility of a revised Grant and/or Loan Program application.
- e. **05585 Blue Star Highway, South Haven Charter Township**--There is no current progress to report on the project, as Peterson reports difficulty in obtaining information from the South Haven Charter Township Assessor.
- f. **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. **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.
- b. **Paw Paw Brewing—Final Reports/Closeout**
The quarterly reports were timely filed with the MDEQ for the period from July 1 – September 30, 2018, along with documents to closeout the active work phase of the project. A review by the MDEQ staff will determine if additional documentation is required.
- c. **Paw Paw Brewing—Brownfield Plan Reimbursement Request #2.**
Vice-Chair Petersen assumed chair due to Phillip’s conflict as a vendor and consultant for the Developer. Phillips presented the documentation for Brownfield Plan Reimbursement Request #2 in the amount of \$70,617.54. This amount along with Request #1 approved in 2015, brings the total approved amount for reimbursement to the developers, the MDEQ and the VCBRA to \$97,417.74. Motion by Hosier, supported by Patterson-Gladney, to approve Brownfield Plan Reimbursement Request #2 for the Paw Paw Brewing Project in the amount of \$70,617.54. Approved by a vote of 7-0, Phillips abstaining. Phillips returned to the Chair.

10. Adjournment

There being no additional business, Chair Phillips adjourned the meeting at 4:24 pm.


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

Acronyms used in BRA Minutes:

<i>Acronym</i>	<i>Type</i>	<i>Meaning</i>
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