

## Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes January 11, 2023

**Physical Location Component at the Donald Hanson Commissioners Room,  
 Room 202, Van Buren County Administration Building,  
 219 E Paw Paw Street, Paw Paw MI 49079**

**Remote Component Host: Wayne Nelson, Secretary-Treasurer at the meeting site**

**Note for the Record**—This meeting was held at the stated physical location, with an additional online remote component using Zoom remote meeting software. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county’s website to allow public participation. Each Board Member who attended remotely when a reasonable accommodation to attend remotely under the Americans with Disabilities Act was granted to any Board Member, announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state), and is accorded quorum and voting status for the meeting. Any other Member attending remotely is not accorded quorum and voting status and is not required to declare a physical location.

**1. Call to Order and Determination of Quorum and Attendees**

At 3:31 PM, by Chair Gail Patterson-Gladney with attendees/absentees/remote locations/quorum status as stated above and as follows:

Board Member Attendance Report--Brownfield Redevelopment Authority Board										
Name	Position	Attendance/Quorum Status	Declared Remote Location			Present Anytime	Present @ Start	+ Late Arrivals	- Early Departs	Present @ End
			Municipality	County	State					
Gail Patterson-Gladney	Chair	Attended physically				Yes	Yes	✔	✔	Yes
Lisa Phillips	Vice Chair	Did not attend meeting				No	No	✔	✔	No
Cynthia Compton	Secretary	Attended physically				Yes	Yes	✔	✔	Yes
Kate Hosier	Member	Did not attend meeting				No	No	✔	✔	No
Katie Strohauer	Member	Did not attend meeting				No	No	✔	✔	No
Zach Morris	Member	Attended physically				Yes	Yes	✔	✔	Yes
Dr. Patrick Creagan	Member	Did not attend meeting				No	No	✔	✔	No
John Young	Member	Attended physically				Yes	Yes	✔	✔	Yes
Lisa Imus	Member	Attended physically				Yes	Yes	✔	✔	Yes
Count:						5	5	0	0	5
Members Present:							5 of 9	5 of 9	5 of 9	5 of 9
Quorum (Yes/No):							Yes	Yes	Yes	Yes

- a. **Board Members Present (5); Board Members Absent (4); Board Vacancies: (0).** A quorum (5 of 9) is initially present, and a quorum remained throughout the meeting.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultants David Stegink from Fishbeck (formerly Envirollogic Technologies Inc.); Doug Koop of EGLE.

- 2. **Approval of Agenda**--The prepared agenda was presented and approved by unanimous consent.
- 3. **Approval of Minutes of Regular Meeting held December 14, 2022**--The proposed minutes of the meeting were included in the agenda packet. Motion by Imus, supported by Compton, to approve the minutes as presented. Approved by a vote of 5-0.
- 4. **Public Comment**—Doug Koop of EGLE mentioned that the State has assessment grant resources for individual projects. Members are requested to try to identify suitable projects.
- 5. **Secretary-Treasurer’s Report**—

- a. Nelson presented a written report with oral enhancements.
- b. Invoices—The following invoice for approval:

Amount	Vendor	Invoice #	Invoice Date	Reason
158.89	Zoom (reimb Wayne Nelson)	183312481	2023-01-08	Renew Zoom account thru 2-24-01-07
<b>\$ 158.89</b>	<b>Total of All Invoices</b>			

Motion by Imus, supported by Compton, to approve this invoice. Approved by a vote of 5-0.

- 6. Other Correspondence**—A reminder was received that the 2023 National Brownfields Conference will be held August 8-11, 2023, at the Huntington Place Convention Center in downtown Detroit. Members are asked to consider requesting to attend.
- 7. New Business**—
- a. **Report of recent EPA Grant Application Process**—The application was not accepted by the EPA.
  - b. **Acquisition of Envirollogic Technologies, Inc. (“ETI”) by Fishbeck, Thompson, Carr & Huber, Inc, d/b/a Fishbeck**—David Stegink discussed to total acquisition of our consulting firm ETI by the 15-office multi-state professional consulting firm of Fishbeck, effective as of January 1, 2023. Nearly all of the ETI staff have accepted positions with Fishbeck, including David who is now Vice President and Brownfield Program Manager for Fishbeck. The former ETI staff will remain at the current office and our interaction should experience only minor changes. David will prepare and submit to us a proposed contract for consideration. David answered several questions about Fishbeck and the acquisition.
  - c. **2023 Regular Meeting Schedule**—Nelson presented a draft of a 2023 regular meeting schedule that keeps all meetings on the second Wednesday of each month at 3:30 PM. A typo on the July date was corrected and there was discussion on changing the August date to the 3<sup>rd</sup> Wednesday due to the conflict with the National Brownfields Conference in Detroit. Motion by Imus, supported by Young, to adopt the draft schedule but to correct the July date to July 12 and to change the August date to August 16. Approved by a vote of 5-0.
- 8. Ongoing Business**—
- a. **EPA Grant/Brownfield Plan Project Updates**—No reports.
  - b. **Land Bank Authority Report**—Lisa Imus reported that the VBCLBA will meet later in January, following the deadline for receiving grant applications under their \$200,000 SLBA program.
  - c. **Economic Development Corporation and Other Economic Development Report**—Zach Morris mentioned that the EDC is working closely with the County on the Broadband Expansion project.
- 9. General Member Comments**—None
- 10. Adjournment**—Motion by Imus, supported by Compton, to adjourn. Approved by a vote of 5-0. All business being completed, the meeting was adjourned by the Chair at 3:54 PM.



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
EGL	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
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
ETI	Company	Envirollogic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing