

## Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes April 12, 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 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	Attended physically				Yes	Yes	✓	✓	Yes
Cynthia Compton	Secretary	Attended physically				Yes	Yes	✓	✓	Yes
Kate Hosier	Member	Attended physically				Yes	Yes	✓	✓	Yes
Katie Strohauer	Member	Did not attend meeting				No	No	✓	✓	No
Zach Morris	Member	Did not attend meeting				No	No	✓	✓	No
Dr. Patrick Creagan	Member	Did not attend meeting				No	No	✓	✓	No
John Young	Member	Attended remotely	Hamilton Township	Van Buren	Michigan	Yes	Yes	✓	✓	Yes
Lisa Imus	Member	Attended physically				Yes	Yes	✓	✓	Yes
						Count:	6	0	0	6
						Members Present:	6 of 9	6 of 9	6 of 9	6 of 9
						Quorum (Yes/No):	Yes	Yes	Yes	Yes

- a. **Board Members Present (6); Board Members Absent (3); Board Vacancies: (0).** A quorum (6 of 9) is initially present, and a quorum remained throughout the meeting.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson

**2. Approval of Agenda**--The prepared agenda was presented. Motion by Hosier, supported by Phillips, to approve the agenda. Approved by a vote of 6-0.

**3. Approval of Minutes of Regular Meeting held February 8, 2023**--The proposed minutes of the meeting were included in the agenda packet. Motion by Imus, supported by Hosier, to approve the minutes as presented. Approved by a vote of 6-0.  
*Note: The scheduled March 8, 2023, meeting was canceled due to lack of business to consider.*

**4. Public Comment**—None

**5. Secretary-Treasurer’s Report**—

- a. Nelson presented a written report with oral enhancements.
- b. Invoices—There were no invoices for approval.

**6. Other Correspondence**—None

**7. New Business—**

- a. **2022 Captured Taxes**—Nelson presented reports detailing and summarizing the 2022 property taxes that were captured on our various Brownfield Plans. The amount of total captured taxes was \$51,378.81, which has been transferred by the County Treasurer to the Brownfield Fund. The Board received information on each project’s captured taxes, an analysis of applicable distribution limits, and a schedule showing the Secretary-Treasurer’s recommended distributions, as shown on Exhibit A attached to these minutes. Motion by Phillips, supported by Compton, to approve the distribution of 2022 Captured Taxes as shown on Exhibit A. Approved by a vote of 6-0.
- b. **Expiring Board Member Terms**—Nelson noted that the terms of Members Zach Morris and Katie Strohauser will expire as of June 1, 2023, and that Nelson has asked these Members to indicate their desire for reappointment by April 10.
- c. **Other New Business**— None

**8. Ongoing Business—**

- a. **EPA Grant/Brownfield Plan Project Updates**—Nelson noted that David Stegink at Fishbeck has indicated that we would likely have a request for approval of eligible costs at our May meeting for The Lodge Brownfield Plan.
- b. **Land Bank Authority Report**—Lisa Imus reported that the VBCLBA will meet next week.
- c. **Economic Development Corporation and Other Economic Development Report**—No report.

**9. General Member Comments—**

- a. Kate Hosier reported on an EGLE-sponsored meeting held on the PFAS issue and that more detailed in is available on the City of South Haven website.  
[https://www.southhavenmi.gov/help\\_center/community\\_information/pfas\\_information.php](https://www.southhavenmi.gov/help_center/community_information/pfas_information.php)  
 Lisa Phillips reminded Members of the National Brownfields Conference to be held in Detroit in August
- b. Lisa Phillips and Hosier noted potential Act 351 legislation could facilitate the use of the Act for residential housing.
- c. Lisa Imus noted that the Village of Lawton has received an \$850,000 Revitalization and Placemaking (“RAP”) grant from the Michigan EDC for their downtown that includes the public pavilion/common area that was facilitated by the VBCBRA.

**10. Adjournment**—Motion by Hosier, supported by Compton, to adjourn. Approved by a vote of 6-0. All business being completed, the meeting was adjourned by the Chair at 4:19 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
EGLE	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	Envirologic 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