

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes September 13, 2023

**Physical Location Component at the Donald Hanson Board of Commissioners Room,
 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 3:30 PM, by Chair Kate Hosier with attendees/absentees/remote locations/quorum status as stated above and as follows:

Board Member Attendance Report--Brownfield Redevelopment Authority Board										
<i>Name</i>	<i>Position</i>	<i>Attendance/Quorum Status</i>	<i>Declared Remote Location</i>			<i>Present Anytime</i>	<i>Present @ Start</i>	<i>+ Late Arrivals</i>	<i>- Early Departs</i>	<i>Present @ End</i>
			<i>Municipality</i>	<i>County</i>	<i>State</i>					
Kate Hosier	Chair	Attended physically				Yes	Yes	✓	✓	Yes
Lisa Phillips	Vice Chair	Attended physically				Yes	Yes	✓	✓	Yes
Gail Patterson-Gladney	Member	Did not attend meeting				No	No	✓	✓	No
Cynthia Compton	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 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:** Wayne Nelson; BRA Secretary-Treasurer; David Stegink, VP-Fishbeck.

- 2. **Approval of Agenda--**The prepared agenda was presented and approved by a vote of 5-0 on the motion of Imus, supported by Compton.
- 3. **Approval of Minutes of Regular Meeting held August 16, 2023--**The proposed minutes of the meeting were included in the agenda packet. Motion by Young, supported by Imus, to approve the minutes as presented. Approved by a vote of 5-0.
- 4. **Public Comment—**None.
- 5. **Secretary-Treasurer’s Report—**Nelson presented a written report with oral enhancements. There were no invoices for approval. Motion by Imus, supported by Compton, to receive the Secretary-Treasurer’s Report. Approved by a vote of 5-0.
- 6. **Other Correspondence—**None

7. New Business—

- a. **New EPA Assessment Grant**—The application window for the next round of EPA Assessment Grants will open soon. David Stegink mentioned that the maximum amount of these competitive three-year grants is \$500,000, and that the grants no longer have to be subdivided into Hazardous Materials and Petroleum sub-grants. After discussion, a motion by Young, supported by Imus, to prepare an application and file for a \$500,000 when the application window opens. Approved by a vote-of 5-0.
- b. **Other New Business**— None

8. Ongoing Business—

- a. **The Lodge Brownfield Plan**—With the approval of eligible costs earlier in 2023, the property tax capture for this project has started with the 2023 summer tax bills.
- b. **Land Bank Authority Report**—Lisa Imus reported on the VBCLBA continues work its state grants, round 1-3, and related issues.
- c. **Economic Development Corporation and Other Economic Development Report**—Hosier presented known developments on the possible reopening of the Palisades Nuclear Plant in Covert Township and mentioned that affordable housing pressures in the lakeshore area could develop if those jobs come back.

9. General Comments—Phillips thanked Strohauser for the information provided in the agenda packet materials relating to MSHDA and EPA updates.

10. Adjournment—Motion by Imus, supported by Young, to adjourn. Approved by a vote of 5-0. All business being completed, the meeting was adjourned by the Chair at 4:05 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
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MSHDA	Agency	Michigan State Housing Development Authority
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