

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes October 11, 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 3:33 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										
Name	Position	Attendance/Quorum Status	Declared Remote Location			Present Anytime	Present @ Start	+ Late Arrivals	- Early Departs	Present @ End
			Municipality	County	State					
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	Remote for comment only								
Zach Morris	Member	Attended physically				Yes	Yes			Yes
Dr. Patrick Creagan	Member	Attended physically				Yes	Yes			Yes
John Young	Member	Attended physically				Yes	Yes			Yes
Lisa (Imus) Ransler	Member	Did not attend meeting				No	No			No
Count:						6	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. *Note: Member Lisa Imus is now known as Lisa Ransler.*
- b. **Staff and Others Present:** Wayne Nelson; BRA Secretary-Treasurer; Doug Koop, EGLE.

2. Approval of Agenda--The prepared agenda was presented and approved by a vote of 6-0 on the motion of Compton, supported by Morris.

3. Approval of Minutes of Regular Meeting held September 13, 2023--The proposed minutes of the meeting were included in the agenda packet. Motion by Young, supported by Creagan, to approve the minutes as presented. Approved by a vote of 6-0.

4. Public Comment—None.

5. Secretary-Treasurer’s Report—Nelson presented a written report with oral enhancements. There is one invoice for approval

Amount	Vendor	Invoice #	Invoice Date	Reason
5,985.00	Wayne Nelson	2004	9/30/2023	Contract services for 10-1-22 to 9-30-23
-				
\$ 5,985.00	Total of All Invoices			

Motion by Phillips, supported by Young, to approve the invoice for \$5,985.00 and receive the Secretary-Treasurer’s Report. Approved by a vote of 6-0.

6. Other Correspondence—A letter of support from EGLE was received in connection with an EPA Grant application.

7. New Business—

- a. Notification from MSU Extension that Tyler Augst, Government & Community Vitality Educator, is now stationed at the Van Buren County MSUE office and is available to assist the BRA as needed.
- b. **Regular Meeting Schedule**—There was discussion about moving the regular meeting date from the 2nd Wednesday of each month. The attendees seemed to coalesce on the 3rd Wednesday. Motion by Compton, supported by Creagan, to change the regular meeting schedule for 2023 and the 2024 organizational meeting from the 2nd Wednesday to the 3rd Wednesday of each month, at 3:30 PM, in the Donald Hanson Board of Commissioners Room, commencing with the November 2023, meeting. Approved by a vote of 6-0. *Secretary’s Note: A revised schedule was posted physically and on the VBCBRA web pages per the Open Meetings Act.*
- c. **Other New Business**— None

8. Ongoing Business—

- a. **Land Bank Authority Report**—Zach Morris reported on the VBCLBA continues work its state grants, round 1-3, and related issues, with a focus on blight elimination.
- b. **Economic Development Corporation and Other Economic Development Report**—
 - i. **Housing Study**—Morris reported that the housing analysis grant has been approved with 50/50 funding.
 - ii. **RAS 2.0 Grant**—Morris reported that a \$2.5 Million RAS 2.0 grant was awarded to Market Van Buren for sub-grants in Bloomingdale Township and in Cass County
 - iii. **Palisades Nuclear Plant**—Morris reported that Market Van Buren is supporting the efforts to relicense and reopen the plant. The possible reopening of the plant in Covert Township could affect affordable housing and pressures in the lakeshore area could develop if those jobs come back.
 - iv. **BRA Housing Project Standards**-- Doug Koop reported the MSHDA seems to be developing fairly streamlined standards for BRA Project involving a housing component under the 2023 law revision.

9. General Comments—None

10. Adjournment—Motion by Morris, supported by Young, to adjourn. Approved by a vote of 6-0. All business being completed, the meeting was adjourned by the Chair at 4:11 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
MSHDA	Agency	Michigan State Housing Development Authority
SLBA	Agency	Michigan State Land Bank 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