

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes March 20, 2024

**Physical Location Component at
 Donald Hanson Board of Commissioners Room, 2nd Floor,
 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.

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	Did not attend meeting				No	No	✓		No	
Gail Patterson-Gladney	Member	Attended physically				Yes	Yes	✓		No	
Cynthia Compton	Member	Attended physically				Yes	Yes	✓	4:02 PM	Yes	
Katie Strohauer	Member	Attended physically				Yes	Yes	✓		Yes	
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 Ransler	Member	Attended physically				Yes	Yes	✓		Yes	
						Count:	8	8	0	-1	7
						Members Present:	8 of 9	8 of 9	7 of 9	7 of 9	
						Quorum (Yes/No):	Yes	Yes	Yes	Yes	

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:
 - a. Board Members Present (8); Board Members Absent (1; Board Vacancies: (0). A quorum (8 of 9) is initially present, and a quorum remained throughout the meeting.
 - b. Others Present: Wayne Nelson, Secretary-Treasurer; David Stegink, Consultant from Fishbeck.
2. **Approval of Agenda**--The prepared agenda was presented. Motion by Compton, supported by Creagan, to approve the agenda. Approved by a vote of 7-0.
3. **Approval of Minutes of Regular Meeting held January 17, 2024**--The draft minutes of the meeting were included in the agenda packet. Motion by Morris, supported by Young, to approve the minutes as drafted. Approved by a vote of 8-0.
4. **Public Comment**—David Stegink of Fishbeck introduced Olivia Selbe, a new Fishbeck teammate.
5. **Secretary-Treasurer’s Report**—No written report; oral only.
 - a. Phillips and Young are in the process of being reappointed through the County Board of Commissioners. Tax Settlements for 2023 tax capture purposes will be reviewed by Nelson when they are available.
 - b. There were no invoices for approval.
6. **Other Correspondence**—None

7. New Business—

- a. **HS Fleet Services of Lawton, MI**—Heath Seeley was present along with David Stegink to introduce himself and request consideration of a \$10,000 BRA loan exploration to be reimbursed later through TIF. This property could be made 381 eligible if the Land Bank approves a 5/50 and the Land Bank takes ownership for a small amount of time. Stegink proposed that he would develop an agreement after further discussions with the land bank and cost development.

8. Ongoing Business—

- a. **EPA Grant/Brownfield Plan Project Updates**—3 upcoming workshops
- b. **Land Bank Report** – Morris reported that the Land Bank had secured a \$3 million grant for the Village of Decatur to assist with the renovation of the Bergen Building.
- c. **Economic Development Report** – Morris reported that Market Van Buren had received a \$467,000 grant to conduct a market site study for a 792-acre parcel along I-94 that would be complete by the end of 2024.

9. General Member Comments—None

10. Adjournment—Motion by Hosier, supported by Compton, to adjourn. Approved by a vote of 7-0. All business being completed, the meeting was adjourned by the Vice-Chair at 4:22 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