

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes June 12, 2024

**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

Notes 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.

The terms of Board Members Lisa Phillips and John Young expired on June 1, 2024, and each was reappointed by the VBC Board of Commissioners to an additional three-year term until June 1, 2027, or until a successor is appointed.

The term of Board Member Lisa (Imus) Ransler expired on June 1, 2024, but no person applied to the VBC Board of Commissioners for appointment, and so she is holding over as provided by law until a successor is appointed

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	Present	+ Late	- Early	Present	
			Municipality	County	State	Anytime	@ Start	Arrivals	Departs	@ End	
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	✓	✓	Yes	
Cynthia Compton	Member	Attended physically				Yes	Yes	✓	✓	Yes	
Katie Strohauer	Member	Did not attend meeting				No	No	✓	✓	No	
Zach Morris	Member	Attended physically				Yes	Yes	✓	✓	Yes	
Dr. Patrick Creagan	Member	Attended physically				Yes	Yes	✓	✓	Yes	
John Young	Member	Did not attend meeting				No	No	✓	✓	No	
Lisa Ransler	Member	Attended physically				Yes	Yes	✓	✓	Yes	
						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.
- b. **Staff and Others Present:** Wayne Nelson; BRA Secretary-Treasurer.

- 2. **Approval of Agenda**--The prepared agenda was presented and approved by a vote of 6-0 on the motion of Patterson-Gladney, supported by Compton.
- 3. **Approval of Minutes of Regular Meeting held March 20, 2024 and Special Meeting held April 17, 2024**--The proposed minutes of both meetings were included in the agenda packet. Motion by Morris, supported by Patterson-Gladney, to approve both 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 are no invoices for approval. Motion by Compton, supported by Patterson-Gladney, to receive the Secretary-Treasurer’s Report. Approved by a vote of 6-0.

6. Other Correspondence—None

7. New Business—

- a. Determination of Officers—**The Board discussed election/selection of Officers until June of 2025. Motion by Ransler, supported by Patterson-Gladney, to elect the incumbent Chair and Vice-Chair, and to select the incumbent Secretary-Treasurer until June of 2025, and thereafter until succeeded, as follows:
Kate Hosier, Chair; Lisa Phillips, Vice-Chair, Wayne Nelson, Secretary-Treasurer. Approved by a vote of 6-0.
- b. 2023 Captured Taxes Receipt and Distribution—**Nelson presented the 2023 Captured Taxes Report that details the 2023 property taxes captured by the VBCBRA, lists how these captured taxes are to be distributed, and analyzes the proposed distribution to ensure that the proposed distributions are allowable. Motion by Ransler, supported by Morris, to approve the 2023 Captured Taxes Report and to direct the Secretary-Treasurer to implement the distributions contained in the report. Approved by a vote of 6-0.
- c. Mattawan Commercial LLC Brownfield Plan Termination—**This Brownfield Plan was adopted on 8/8/2017, but the developer never proceeded to develop the subject parcel and, in fact, sold the subject parcel in 2023 to an unrelated party who is using the parcel for unrelated commercial use. Nelson recommended that the county proceed with the procedures to possibly terminate the Plan, with the required notice to parties of interest, holding a public hearing before the VBCBOC, and possible action by the VBCBOC to terminate the Plan. Motion by Ransler, supported by Compton, to direct the Secretary-Treasurer to implement the procedures necessary to possibly terminate this Plan. Approved by a vote of 6-0.

8. Ongoing Business—

- a. Next EPA Grant Application—**Nelson reported that we are ready to apply for EPA grant funding when the next application period commences.
- b. Land Bank Authority Report—**Lisa Ransler reported on the VBCLBA awarded contracts for project administration to Fishbeck for several of its projects receiving grant funding.
- c. Economic Development Corporation and Other Economic Development Report—**Morris reported he is receiving many inquiries from firms seeking to locate data storage centers with adequate electric, water, and sewer facilities. The very high capacity for electric service being requested is a huge challenge. He also reported on the state's Strategic Outreach and Attraction Reserve (SOAR) Fund Programs that could bring grants to economic development agencies.

9. General Comments—

- a.** Compton mentioned that there is a proposed multi-unit housing project in Geneva Township in connection with a golf course and development there.
- b.** Compton inquired about extending South Haven water and sewer lines into areas where higher concentrations of natural (or otherwise) arsenic levels are an issue. Hosier, Ransler, Morris, and others commented.

10. Adjournment—Motion by Patterson-Gladney, supported by Compton, to adjourn. Approved by a vote of 6-0. All business being completed, the meeting was adjourned by the Chair at 4:54 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
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