
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, January 26, 2022-2023
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

January 26, 2023 MINUTES – Final Approved at 03-23-2023 Meeting

Present: Ken Peregon, Christopher Carew, Connie Ferguson, Monteze Morales, Jared Lutz, Jodi Milks

Members Excused: Gary Barton, Wei Wang, Andrew Wenzel

Vacancies: none

Kalamazoo Township: Sherine Miller

Oshtemo Township: Iris Lubbert

Staff: Macy Walters

Consultant: Jeff Hawkins & Therese Searles, Fishbeck

Recording Secretary: Macy Walters

County Commissioners: Monteze Morales and John Taylor (Alternate)

County Admin: Lyndi Warner, Deputy County Administrator for External Services

Community: 2

1. Call to Order: **Chair Peregon called the meeting to Order at 3:01 p.m. and noted that the meeting is being recorded**

2. Roll Call and Members Excused **Gary Barton, Wei Wang, and Andrew Wenzel were excused. Six voting members of nine Board of Directors were present. Commissioner Morales joined the meeting at 3:15 p.m.**

3. Approval of the Agenda **Lutz motioned to approve item 3, the Agenda. Milks seconded. None opposed, motion carried.**

4. Approval of Minutes: **December 15, 2022, Regular Meeting**

The minutes were amended to remove Director Lutz as present from the meeting.

Ferguson moved to approve item 4 as amended, Carew seconded. None opposed, motion carried.

5. Public Comments *(4 minutes each)*

Doug Koop (EGLE) provided the deadline for submitting presentation proposals for the 2023 National Brownfields Conference.

6. Consent Agenda – Invoices

a. **From General 247 Fund:**

i. **\$14,253.02** – FY 2022 Q4 Administrative reimbursement to Planning Dept.

- ii. **\$510.00** – Envirologic Invoice 09923 (W.O. 2022-1 Gen. Env.)
- iii. **\$26.54** – Staples Invoice 3525879636 (Staff Office Supplies)
- iv. **\$124.00** – Varnum Invoice 379640 (IPUSA)

b. From EPA Grant Fund:

- i. **\$73.20** – Envirologic Invoice 00921(W.O. #2 Outreach & Programmatic)
- ii. **\$2,881.90** – Envirologic Invoice 09924 (W.O. #5 NACD Ransom & North)
- iii. **\$400.46** – Envirologic Invoice 09922 (W.O. #6 Parchment Mill Site #2)

c. Project Business:

i. Vicksburg Mill – Paper City Development, LLC

- 1. **\$279.10** – FY 2023 Q1 EGLE Grant & Loan: Admin Invoice (\$199.36 Grant & \$79.74 Loan)
- 2. FY 2023 Q1 Authorization of Staff to Submit to EGLE Grant and Loan Report (State Fiscal Year)

Milks moved to approve all items on the Consent Agenda, Carew seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

a. Discussion/Action: KALSEE Credit Union

- i. Project Application Part 1
- ii. Project Application Part 2

Lutz moved to approve items 7ai and 7aii, the project applications for KALSEE Credit Union, Carew seconded. The motion carried with 4 Yes and Director Milks abstained.

- iii. KALSEE Brownfield Plan

Ferguson moved to approve item 7aiii, recommending the adoption of the KALSEE Credit Union Brownfield Plan to the Kalamazoo County Board of Commissioners, as presented but ~~contingent~~ contingent upon the omission of all attached draft resolutions and an executed development agreement; Carew seconded. Commissioners Morales joined the meeting, the motion carried with 5 Yes and Director Milks abstained.

b. Discussion/Action: Vicksburg Mill – Paper City Development, LLC

- i. **\$5,599.81** – FY2022 Q4 Loan Reimbursement to Paper City, LLC, pending proof of payment, and lien waivers. EGLE approval on 12/16/2022.

Milks moved to approve item 7bi pending proof of payment and lien waivers, Ferguson seconded. None opposed, motion carried.

c. Discussion/Action: Envirologic

- i. Envirologic Announcement of Acquisition by Fishbeck
- ii. Professional Service Agreement(s)
 - 1. EPA Grant
 - 2. General Environmental Services

Discussion ensued regarding the review of item Cii by county legal counsel.

Milks motioned to approve items 7cii 1 & 2 as presented, Lutz seconded. Motion carried with 5 Yes and Director Carew abstained.

- iii. Work Order 2023-1 General Environmental Services Contract

Ferguson motioned to approve item 7ciii as presented, Lutz seconded. Motion carried with 5 Yes and Director Carew abstained.

- iv. General Fund/ LBRF Memo and Budget Summary
- v. EPA 2021 Grant Memo and Budget Summary

8. Financial Reports

- a. **Discussion:** Fund 243 (formerly 247), Fund 242 (formerly 643)

Staff presented the financial reports.

9. Staff Report/Updates

- a. Brownfields 101 Presentation to Citizens Interested in Local Issues (Update)
- b. IPUSA Construction Site (KCBRA Sign Placement Update)
- c. New Commissioner Liaison(s) for KCBRA (Update)

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, February 9, 2023, at 8:30 a.m.
- b. Project/Finance Committee – Thursday, February 9, 2023, 4:00 p.m.
- c. Executive Committee – Friday, February 10, 2023, 9:15 a.m.

11. Other

Sherine Miller informed the board of recent activities at the Graphic Packaging site, regarding soil pile storage between parcels.

12. Board Member Comments

13. Adjournment Lutz motioned to adjourn; Milks seconded. Meeting adjourned at 5:01 p.m.

Next Meeting: Thursday, February 23, 2023 at 3:00 p.m.

Room 207a, County Admin Bldg - Or alternatively, held electronically or via teleconference. Please see the KCBRA website at www.kalcountybrownfield.com for electronic meeting notice and instructions

BOARD MEMBERS:
PLEASE CALL 384-8305 OR EMAIL MRWALT@KALCOUNTY.COM
IF YOU ARE UNABLE TO ATTEND THE MEETING

Meetings of the Kalamazoo County Brownfield Redevelopment Authority are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity, or disability. The Kalamazoo County Brownfield Redevelopment Authority will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four (4) business days' notice to the Kalamazoo County BRA. Individuals with disabilities requiring auxiliary aids or services should contact the Kalamazoo County BRA by writing or calling:

Macy Rose Walters
Brownfield Redevelopment Administrator
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007 TELEPHONE: (269) 384-8305

