
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, January 28, 2021
PLACE OF MEETING: ELECTRONIC Meeting via Zoom
TIME: 4:00 pm

January 28, 2021 MINUTES Final – approved at 2/25/2021 meeting

Present: Ken Peregon, Gary Barton, Zachary Bauer, Chris Carew, Connie Ferguson, Travis Grimwood, Jodi Milks, Wei Wang, Andy Wenzel

Members Excused: Kevin Coleman, Habib Mandwee

Kalamazoo Township: Sherine Miller

Oshtemo Township: not present

Staff: Rachael Grover, Lotta Jarnefelt

Consultant: Jeff Hawkins, Envirologic Technologies

Recording Secretary: Rachael Grover

County Commissioners: Zachary Bauer, Veronica McKissack (Alternate), Dale Shugars (Alternate)

Community: 1

1. Chair Peregon called the electronic meeting to Order at 4:02 p.m. and noted that the meeting is being recorded.
2. New Members: Introductions – With roll call, members introduced themselves to the Board and to the new members. New members present included Wei Wang and Zachary Bauer (County Commission Liaison), with Commission Liaison Alternates Veronica McKissack and Dale Shugars.
3. Members Absent: Coleman and Mandwee. Nine voting Directors of eleven present.
4. Approval of the Agenda: **Wenzel motioned approval of the agenda as presented and Ferguson seconded the motion. Motion carried.**
5. Approval of Minutes: BRA Minutes of December 17, 2020

Wenzel motioned approval of the December 17, 2020 minutes and Milks seconded the motion. Motion carried.

6. Public Comment: Chair Peregon read the public comment policy and gave directions for the public to provide input.

No public comments.

7. Consent Agenda – Invoices:

Grimwood requested removal of Item 7.a.iii from the Consent Agenda

a. **From General 247 Fund:**

- i. **\$1,175.00** – Envirologic WO# 2020-1 General Env. Review
- ii. **\$1,547.50** – Envirologic WO#2020-4 – 2&10 Mills St., Ruach Industries
- iii. **\$ 217.00** – Varnum Inv #114926 – TBP MEDC/Paper City/KCBRA agreement – **Removed from Consent Agenda**

b. **From LBRF Fund:**

- i. **\$ 235.00** – Envirologic WO# 2020-3 – 315 E. Frank St. Bogan Developments LLC

Carew motioned to approve the consent agenda as amended and Grimwood seconded the motion. Motion carried.

Item 7.a.iii. \$ 217.00 - Varnum Inv #114926 – TBP MEDC/Paper City/KCBRA agreement

Wenzel motioned to approve Item 7.a.iii Varnum Invoice and Ferguson seconded the motion. Motion carried via voice roll call vote with 7 Yes. Grimwood and Wang abstained.

8. Discussion and/or Action Calendar

a. **Discussion/Action:** Developer Reimbursements

- i. Midlink - \$ 58,100.45 from Local TIR (*\$11,614.25 Interest + \$46,486.20 principal*)

Wenzel motioned to approve reimbursement to Midlink as presented and Carew seconded the motion. Motion carried via voice roll call vote with 9 Yes.

- ii. General Mills - \$136,876.89 - \$55,917.71 Local TIR and \$80,959.18 School

Bauer motioned to table the General Mills reimbursement to allow staff and Hawkins further review and Wenzel seconded the motion. Motion carried via voice roll call vote with 9 Yes.

b. **Discussion/Action:** Paper City Development/ Vicksburg Mill

- i. **\$ 645.73** – Envirologic Invoice # 07282 - EGLE Grant oversight

Bauer motioned approval to pay invoice as presented and Barton seconded the motion. Motion carried via voice roll call vote with 8 Yes and Grimwood abstaining.

c. **Discussion/Action:** Training opportunities – 2021 available Training budget \$2,000

- i. PACE – 2021 PACE Market Report Webinar

Jarnefelt provided information about PACE and the free webinar.

- ii. MEDA – Capitol Day – Annual legislative conference – March 9, 2021
Virtual webinar. Cost for non-MEDA member is \$160 (\$90 for members)

Director Barton left meeting. Eight Directors still present.

Milks motioned to approve up to \$500 to allow for members interested in attending the MEDA event and Ferguson seconded the motion. Motion carried via voice roll call vote with 8 Yes.

9. Financial Reports

a. **Discussion:** Funds 247 and 643

Staff provided an update of Brownfield accounts.

Staff Report/updates

- a. 555 E. Eliza Street Loan Contract Amendment – update re: LOC

Staff provided an update. Southern Michigan Bank & Trust renewed the Letter of Credit. At the December 17, 2020 Board meeting, the KCBRA Board authorized Chair Peregón to execute the EGLE Contract amendment pending receipt of the renewed Letter of Credit.

- b. Bylaws – bylaws updates are being reviewed by the Bylaws committee.

Director Wang left the meeting. Seven Directors still present.

10. Committees - times dates and places

- a. Land Bank Report – Next meeting is TBA for 2021 – dates not posted yet
Hawkins gave an update regarding the reduction in revenues for Land Banks across the State.
- b. Project/Finance Committee – Thursday, February 11, 2021, 4:00 p.m.
- c. Executive Committee – Friday, February 12, 2021, 9:15 a.m.
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11. Other

Hawkins gave an update that EGLE funding for Brownfield Grants and Loan was included in the State Budget just approved. Mike Gurnee, from EGLE, noted that the Refined Petroleum budget was approved at \$5 million and \$9.5 million was approved for Brownfield projects. Applications can be submitted now.

12. Board Member Comments

No Board member comments

13. Adjournment: **Meeting adjourned at 5:24 p.m.**

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:

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