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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, October 27, 2022  
**PLACE OF MEETING:** 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A  
**TIME:** 3:00 pm

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**October 27, 2022 MINUTES – Final Approved at 11-17-2022 Meeting**

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**Present:** Ken Peregon, Connie Ferguson, Jodi Milks, Jared Lutz, Dale Shugars, Wei Wang, Andy Wenzel

**Members Excused:** Gary Barton, Christopher Carew

**Vacancies:** none

**Kalamazoo Township:** Sherine Miller

**Oshtemo Township:** none

**Staff:** Rachael Grover, Macy Rose Walters

**Consultant:** Jeff Hawkins & Therese Searles, Envirologic

**Recording Secretary:** Macy Rose Walters

**County Commissioners:** Dale Shugars

**Community:** 0

1. Call to Order: Chair Peregon called the meeting to Order at 3:07 p.m. and noted that the meeting is being recorded.
2. Members Absent: Gary Barton and Christopher Carew were excused. Commissioner Shugars joined the meeting at 3:13 p.m. Seven voting members of nine Board of Directors were present.
3. Approval of the Agenda: Wenzel motioned to approve item 3, the Agenda. Wang seconded. None opposed, motion carried.
4. Approval of Minutes: September 22<sup>nd</sup>, 2022, Regular Meeting

Ferguson noted the minutes should be amended to reflect the reasoning for the redaction of item(s) 7bi1-7bi3, which was postponed from the July 28<sup>th</sup> Regular Meeting Agenda.

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

5. Public Comments: (4 minutes each) none.
  6. Consent Agenda:
    - a. From General 247 Fund:
    - b. From General 247 Fund:
      - i. **\$11,897.02** – FY22Q3 Administrative reimbursement to Planning Dept.(County FY)
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- ii. **\$2,687.50** - Envirologic Invoice # 09617 (W.O. 2022-1 Gen. Env.)
- iii. **\$ 80.00** - Blue Tree Web Design, LLC – updating WP Engine for website
- c. **From EPA Grant Fund:**
  - i. **NACD Projects**
    - 1. **\$460.06** - Envirologic invoice #09637 (W.O. #4 Church & Frank)
    - 2. **\$4,152.64** - Envirologic invoice #09636 (W.O. #5 Ransom & North)
  - ii. **Parchment Mill**
    - 1. **\$1,806.40** - Envirologic invoice #09629 (W.O. #6 Site 2)
  - iii. **Outreach/Programmatic**
    - 1. **\$41.83** – Envirologic Invoice #09619 (W.O. #2)
- d. **Project Business:**
  - i. **Vicksburg Mill** – Paper City Development, LLC
    - 1. **\$480.25** - 4<sup>th</sup> Quarter EGLE Grant & Loan Admin Invoices (\$255.81 Grant & \$224.45 Loan)
    - 2. **\$ 86.25** – Envirologic Invoice #09618 – EGLE Grant Oversight (W.O. 2019-2)
    - 3. Q4 FY 22 Authorization of Staff to Submit to EGLE Grant and Loan Report (State FY)

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

7. Discussion and/or Action Calendar

- a. **Discussion/Action:** Stryker Instruments Reimbursement

**Total Reimbursement: \$2,951,572.31**

From Local TIR: \$1,465,682.43

From State TIR: \$1,485,889.88

**Lutz moved to approve items 7ai, Milks seconded. Motion carried with 7 yes, none opposed.**

- b. **Discussion/Action:** Envirologic Updates

- i. Memo
  - ii. Budget Summary
  - iii. EPA grant summary & Update
  - iv. Q4 Report submittal by 10/31/2022
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8. Financial Reports

- a. **Discussion:** Fund(s) 247 and 643

**Staff presented the financial reports**

9. Staff Report/Updates

- a. BOC reappointed Milks and Peregón on 10/18/22  
b. EPA Brownfield Conference  
c. EPA Region 5 visit on 10/19/2022

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, December 8, 2022, at 8:30 a.m.  
b. Project/Finance Committee – Thursday, November 10, 2022, 4:00 p.m.  
c. Executive Committee – Staff are off for Friday, November 11<sup>th</sup> – alternative date?

**Walters will send reschedule the Executive Committee Meeting.**

11. Other – none

12. Board Member Comments – Lutz updated the board on IPUSA Project Groundbreaking which is TBD.

8. Adjournment Wenzel moved to adjourn, Wang seconded, meeting adjourned at 4:43 p.m.

**Next Meeting: Thursday, November 17, 2022 at 3:00 p.m. NOTE 3rd Thursday**

**Room 207a, County Admin Bldg - Or alternatively, held electronically or via teleconference. Please see the KCBRA website at [www.kalcountybrowfield.com](http://www.kalcountybrowfield.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

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