



Village of Vicksburg  
Brownfield Redevelopment Authority  
Vicksburg Village Offices  
126 N. Kalamazoo Avenue  
Monday, August 29, 2016 - 9:00am

### Minutes

- I. Call to Order – The meeting was called to order at 9:01 am by Village President Bill Adams. The following members were in attendance: Rudy Callen, Bill Adams, Ron Smith, and Steve Goss. Also in attendance were Village Manager Jim Mallery, Jackie Koney, Lisa Phillips, Clerk Theresa Paddock and guest Sue Moore. Absent: Ken Hovenkamp, Warren Lawrence, Chris Newman, and Don DeBruin.
- II. Approval of Agenda – Motion by Callen, supported by Smith, MOTION CARRIED approving the agenda as submitted. Adams advised that a quorum of members were not in attendance and as such no formal business / votes would be conducted.
- III. Approval of Minutes from June 27, 2016– Members were reminded that a vote could not be taken and this would be added to the next regular meeting.
- IV. Revolving Fund Policy & Application – Village Manager Mallery distributed sample forms including Plan Re-Application Meeting; Application Procedures; Policy Guidelines for Eligibility and Evaluation; and Local Site Remediation Fund Policy. Mallery explained his research directed him to review the policies / procedures set in place by Grand Traverse County. These sample documents mirror those procedures. Discussion ensued on the need to have procedures and applications in place. Adams offered the history in forming the membership of the BRA advising the council picked a group of individuals to encompass a broader group that would look at collaborative efforts

Mr. Smith inquired if Brownfield dollars could be used to help with keeping geese away from Sunset Lake. Ms. Phillips advised it wouldn't comply with the eligibility requirements.

As committee members reviewed the distributed documents, Phillips suggested adding an Introduction of eligible properties.

Mallery apprised the goal is to create a packet which will be available electronically or in hard copy. One of the final steps to complete would be determining an application fee. Discussion ensued on a reimbursement agreement advising how dollars are captured and to be reimbursed.

- V. Trail head application – No discussion
- VI. Paper City Updates – Jackie Koney, representing Paper City Development LLC advised they are making progress on project plans but are cautious about sharing too much too soon because they need to complete conversations with potential funding partners to know the total funding available and they don't want to risk credibility with the public by making promises that can't be delivered. However, they do need local financial and other support as leverage to access county and state-level grants and loans. Koney updated the group on the work the current mill owner, Kalamazoo County, has done and is planning on doing on the site including asbestos abatement and getting bids for emergency roof replacement and repair. County Treasurer Mary Balkema and the County's environmental consultants, Envirollogic, will be doing a post-asbestos abatement walk-thru of the structure on Tuesday, August 30<sup>th</sup> @ 1:30 p.m. Invites to join have been extended to

community leaders including: Vicksburg Schools, Vicksburg Council, DDA, Vicksburg Planning Commission, Vicksburg Brownfield Authority and members of the Vicksburg Foundation.

Discussion ensued on Paper City's need for MDEQ grants and loans. Paper City has decided to apply in early 2017 as they feel their chance of obtaining funds will be greater than if they applied this year. They will be formally asking the Brownfield Authority to support their MDEQ pre-application at the September meeting and hope for an affirmative vote at the October meeting, which would then allow the recommendation to be brought to the full council in November.

Authority members concurred the community is supportive of keeping the mill intact.

- V. Membership – Adams raised question to term limits for Authority members. He reviewed that Supervisor Ulsh is an ex-officio member and felt the Village Manager should be a voting member. Adams recommended the appointment of Jim Mallery to the authority. Goss supported. Committee members voiced unanimous support. Adams discussed that term limits had been set to stagger and some of the original members appointed had resigned and new appointments taken place. Clerk Paddock will research term limits and current membership to report back to the authority at the next regular meeting. The authority is required to appoint a Chair, Vice Chair, Secretary and Treasurer at the first of each year. This will be placed on the September regular meeting agenda.

With no further business to discuss, the committee adjourned at 10:13 a.m.

Respectfully Submitted,

Theresa L. Paddock, CMC  
Clerk

Date prepared: August 30, 2016

Date Approved: