

Brownfield Redevelopment Authority

Regular Meeting Minutes

Monday, November 9, 2015
4:00 p.m., Council Chambers



City of South Haven

1. Call to Order by Henry at 4:20 p.m.

2. Roll Call

Present: Dotson, Gawreliuk, Herrera, Klavins, Timmer, Henry
Absent: Bolt, Erdmann, Schaffer, Valentine

Also present: Brian Dissette, City Manager; Kate Hosier, City Clerk

3. Approval of Agenda

Motion by Klavins, second by Dotson to approve the November 9, 2015 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – October 12, 2015

Motion by Klavins, second by Dotson to approve the October 12, 2015 Regular Meeting Minutes as presented.

All in favor. Motion carried.

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

6. Financial Report

VandenBosch reviewed the Financial Report.

In response to questions VandenBosch enumerated the expenses realized.

Motion by Timmer, second by Klavins to accept the Financial Report as presented.

All in favor. Motion carried.

7. Factory Condominium Reimbursement Request

VandenBosch detailed the Factory Condominium Reimbursement Request, noting they have well in excess of the amount being requested. In response to a question by Henry regarding whether this kind of request will dissipate once the Department of Environmental Quality (DEQ) completes their work VandenBosch noted such requests will not go away but will continue due to continued monitoring of the remediation site.

Motion by Dotson, second by Klavins to approve payment of \$10,760.01 as brownfield reimbursement of the invoiced environmental expenses to the Factory Condominium Association.

All in favor. Motion carried.

8. Factory Condominium Demolition Revolving Fund Expenses

VandenBosch noted these funds have been paid and this is a Factory Condominium demolition cost to come from the Factory Condo Brownfield Plan. Maximum capture will be increased by the amount of the project. This is done in a way that future auditors will have a paper trail including all invoices, Department of Environmental Quality (DEQ) approval of the work plan; this is an accounting action.

Henry wondered if this resolution had been reviewed by legal counsel to which VandenBosch responded, "No, but attorneys put together a memo of understanding and I am following the outline."

Motion by Dotson to approve Resolution 2015-04 authorizing brownfield reimbursements for demolition work at Belgravia Factory Condominium. Second by Klavins.

All in favor. Motion carried.

9. General Comments

VandenBosch: thanked the board for many years of improvements to the city of South Haven. Expressed hope that the funds, provided via tax capture, were used responsibly and enhanced the areas worked on. Thanked the board for their volunteer time and guidance.

Henry: thanked VandenBosch for his service.

10. Adjourn

Motion by Klavins, second by Herrera to adjourn at 4:29 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary