

OCEANA COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY
100 STATE STREET, HART, MI 49420

**** MINUTES ****

Meeting Date: November 16, 2021

Present: Ms. Mary Lou Phillips, Mr. Denny Powers, Ms. Lynne Cavazos, Ms. Sara Bizon, Ms. Tracy Blamer, Ms. Anne Pawli, Mr. Richard Huntington, Mr. Norman Dodds, and Mr. Steve Bruch

Absent: None

Others Present: Jeff Hawkins, Envirologic CEO

Call to Order

Chairperson Bizon called the meeting of the Oceana County Brownfield Redevelopment Authority Board to order at 9:01 a.m in the County Board Room.

General Business

Motion by Ms. Cavazos for approval of Minutes, as presented from October 19th, supported by Ms. Blamer.

Voice vote. Motion carried.

Motion by Ms. Pawli for approval of Agenda, as presented supported by Mr. Bruch.

Voice vote. Motion carried.

Public Comments: None

Agenda Items:

Jeff Hawkins, CEO and Founder of Envirologic presented a Power Point titled: Effectively Using Your Brownfield Redevelopment Authority.

Conversation ensued surrounding the content of the presentation and the Authorities level of involvement with developers seeking a Brownfield plan and area municipalities.

Mr. Hawkins indicated, with Mr. Bruch's support that Envirologic is pursuing an Environmental Protection Agency (EPA) grant pro bono for the Oceana County Brownfield Redevelopment Authority, (OCBRA) on behalf of the Oceana County Board of Commissioners. The grant is valued at \$300,000 and would be awarded in May of 2022 should OCBRA be selected.

Discussion began on whether the OCBRA supported this action and it was agreed a motion should be made.

Motion by Mr. Dodds to send a letter of support to the County Commissioners to allow Envirollogic to pursue the EPA Grant on behalf of OCBRA, supported by Ms. Phillips.

Voice vote: Motion carried.

Conversation continued with Mr. Dodds asking Mr. Hawkins what he suggests is next, what do we need to start.

Mr. Hawkins replied that his recommendation of first steps are;

Put together an Application to Apply for a Brownfield Plan and decide whether to charge a fee.

Next, Put together Policies and Procedures to use as the baseline for Brownfield Plan agreements with requestors,

Lastly, consider a site inventory of the county.

Mr. Dodds showed interest in mapping the existing Brownfield sites within the county. Mr. Hawkins indicated that would be a good idea.

Mr. Hawkins also suggested putting together an open house inviting Land Banks, various lenders, developers as well as the local representative from Michigan Department of Environment, Great Lakes and Energy, (EGLE) to introduce our newly formed OCBRA to organizations of interest.

Discussion continued on next steps and evolved into whether we should have the County send an RFP for services like Envirollogic out for bid. Mr. Hawkins offered that Envirollogic is approved as a contractor under MI Deal, therefore if the OCBRA were in favor of their services, OCBRA could forego the RFP process. Mr. Bruch indicated he would look into what that entailed and report back to the board.

Ms. Cavazos brought up the conversation on whether the board should start looking at possible Brownfield sites. Mr. Bruch offered that Catalyst is interested several sites in Pentwater.

Motion by Mr. Bruch to table Agenda Item, County Website, supported by Ms. Blamer.

Voice vote: Motion carried.

Mr. Bruch opened the agenda item, Draft Bylaws of the OCBRA. Mr. Bruch presented all proposed changes from the County Commissioners.

Motion by Mr. Huntington to accept Bylaws as revised, supported by Ms. Cavazos.

Voice vote: Motion carried.

Ms. Phillips stated that she had several BRA logos for review in order to select a logo and indicated she would email them out to the group for discussion at the next planned meeting.

Mr. Bruch reminded the board that no decisions are to be made over email per the Open Meeting Act. Email can be used as a way to provide information but conversation cannot lead to decision making content.

The next planned meetings, following the notice requirements of the Open Meetings Act will be held on December 21st at 9:00 a.m. in the Oceana County Board of Commissioners Room.

Adjournment

There being no further business the meeting was adjourned at 10:57 a.m.

Tracy Blamer, Secretary

Date

Sara Bizon, Chairperson

Date