

CHARTER TOWNSHIP OF MERIDIAN
BROWNFIELD REDEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES

APPROVED

December 17, 2020

Held via Zoom web conferencing application

517-853-4560, 8:00 A.M.

PRESENT: Township Manager Frank Walsh, Chair Jeff Theuer, Vice-Chair Ned Jackson, Dave Premoe, John Matuszak, Joyce Van Coevering, Jade Sims

ABSENT: None

STAFF: Director of Community Planning and Development Mark Kieselbach, Information Technology Director Stephen Gebes, Neighborhoods and Economic Development Director Amber Clark, Principal Planner Peter Menser

OTHER: Dave Van Haaren from Triterra, Elevation representative Eric Helzer, Elevation representative Will Randle, Planning Commissioner Bill McConnell, Township Attorney Matthew Kuschel

1. Call meeting to order

Chair Theuer called the regular meeting to order at 8:02 a.m.

2. Approval of Agenda

Director Van Coevering moved to approve the agenda as written.

Supported by Vice-Chair Jackson.

Chair Theuer noted that the Township received a request to sign an agreement related to the Village of Okemos EGLE grant. The BRA agreed to add it to the agenda as item 5A and adjust the other agenda items accordingly.

VOICE VOTE: Motion carried unanimously.

3. Approval of Minutes

Vice-Chair Jackson moved to approve the minutes from October 15, 2020.

Supported by Manager Walsh.

VOICE VOTE: Motion carried unanimously.

4. Public Remarks – None

5. New Business

A. EGLE grant agreement – Village of Okemos

Principal Planner Menser agreement between BRA and Village of Okemos developer, outlines responsibilities of both parties with regarding the \$1.3M EGLE grant. Township Attorney Matt Kuschel

- Village of Okemos implementing project, administered by Advanced Redevelopment Solutions
- BRA is middle-man between EGLE and developer
- Terms of agreement are consistent with previously approved grant contract

- Township is protected from liability for work being completed
- Paragraph added related to environmental matters clarifying site is contaminated, requiring developer to apprise Township on all issues and address due care responsibilities
- Indemnification/hold harmless clause added to agreement
- Agreement does not trigger any obligations under loan agreement
- Motion needed to authorize Principal Planner Menser to sign grant and loan contracts on behalf of BRA

Motion by Director Matuszak to approve EGLE grant agreement.

Supported by Director Van Coevering.

VOICE VOTE: 7-0

Motion by Director Premoe to re-affirm Village of Okemos/EGLE grant agreement approved 3/28/19.

Supported by Director Van Coevering.

Motion by Director Premoe to amend previous motion to also re-affirm 10/21/20 amendment to EGLE grant.

Supported by Director Van Coevering.

Motion by Vice-Chair Jackson to allow Principal Planner Menser to sign EGLE/Village of Okemos grant agreement in addition to BRA Chair.

Supported by Township Manager Walsh.

VOICE VOTE: 7-0

B. Elevation reimbursement request

Principal Planner Menser provided background information on the Elevation project and an introduction of the request for reimbursement for eligible activities conducted on the site. He noted this is the first request for reimbursement for the project, which originally started with the Ingham County BRA and was transferred to Meridian Township. BRA Board discussion included the following:

- Triterra reviewed documentation from eligible activities
- Method used by Triterra to review activities and verify reimbursement amount
- Funds to be reimbursed using TIF over time as funds are available
- Funds reimbursed as taxes are paid, no Township loans are issued for reimbursement
- 2nd request for reimbursement expected in the future
- Total brownfield approved was \$5.3M
- Interest is collected at end of reimbursement, total amount is based on property values
- Impacts of changes to project have added to value of project
- Pathway in project considered a valuable feature
- \$300k will be added in local brownfield revolving fund through this project

Director Premoe moved to approve the reimbursement request.

Supported by Director Matuszak.

ROLL CALL VOTE: 7-0 to approve.

C. 2021 Meeting Schedule.

Motion by Vice-Chair Jackson to approve 2021 meeting schedule.

Supported by Director Matuszak.

VOICE VOTE: 7-0 to approve.

6. **Old Business - None**

7. **Project Updates - None**

8. **Public Remarks**

Township Manager Walsh introduced newly hired Neighborhoods and Economic Development Director Amber Clark to the group.

9. **Adjournment**

The meeting was adjourned at 9:05 a.m.

Respectfully Submitted,

Peter Menser
Principal Planner