



Newaygo County

Brownfield Redevelopment Authority

MINUTES

January 15, 2025

8:30 A.M.

MEMBERS PRESENT	Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg
MEMBERS ABSENT	
OTHERS PRESENT	Christopher Wren, Administrator Debra Berger, Clerical Sandi Christoffersen, Deputy Finance Director
PRESENT VIA TEAMS	David Stegink, Fishbeck, Vice President/Brownfield Program Manager Trudy Galla, Fishbeck, Senior Brownfield Specialist
CALL TO ORDER	County Administrator Christopher Wren called the meeting to order at 8:30 a.m.
AGENDA - MOTION NUMBER	25-001 BAB
	Motion by Lindsay Hagar, second by Jason Finch, to approve the January 16, 2025, agenda. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.
MINUTES - MOTION NUMBER	25-002 BAB
	Motion by Mark Guzniczak, second by Todd Blake, to approve the regular meeting minutes dated November 21, 2024. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.
NOMINATIONS - CHAIRMAN	The County Administrator called for nominations for Chairman of the Brownfield Authority Board for 2025. Lola Harmon-Ramsey nominated Mark Guzniczak as Chairman of the Board. No other nominations were presented.
CHAIR - MOTION NUMBER	25-003 BAB
	Motion by Todd Blake, second by Michael VandenBerg, to close the nominations for Chairman of the Board, and cast a unanimous ballot for Mark Guzniczak as Chairman of the Board, effective January 1, 2025. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried. The County Administrator, Christopher Wren, turned the meeting over to the Chairman of the Brownfield Authority Board, Mark Guzniczak, who then called for nominations for Vice-Chairman of the Board.
NOMINATIONS – VICE-CHAIR	Todd Blake nominated Kasey Jernberg as Vice-Chair of the Brownfield Authority Board for 2025. No other nominations were presented.
VICE CHAIR - MOTION NUMBER	25-004 BAB
	Motion by Jason O’Connell, second by Lola Harmon-Ramsey, to close the nominations for Vice-

Chair of the Board and cast a unanimous ballot for Kasey Jernberg as Chairman of the Board, effective January 1, 2025. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.

NOMINATIONS – SECRETARY	Lola Harmon-Ramsey nominated Todd Blake as Secretary of the Brownfield Authority Board. No other nominations were presented.
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SECRETARY - MOTION NUMBER	25-005 BAB
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Motion by Lindsey Hager, second by Jason O’Connell, to close the nominations for Secretary of the Board and cast a unanimous ballot for Todd Blake as Secretary of the Board. Effective January 1, 2025. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.

MINUTES - MOTION NUMBER	25-006 BAB
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Motion by Jason Finch, second by Michael VandenBerg, to approve the 2025 Brownfield Authority Board dates and times of the meetings as presented. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.

FINANCIAL REPORT – CHRISTOPHER WREN, COUNTY ADMINISTRATOR	
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Administrator Wren updated the Brownfield Authority on the Budget. He noted that the Brownfield Projects the board is working on are not going to show up on the monthly budget report. They are held in a separate account because they are enterprise funds.

FINANCIAL - MOTION NUMBER	25-007 BAB
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Motion by Todd Blake, second by Jason O’Connell, to receive the January 16, 2025, Financial Report as presented. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.

NEW BUSINESS:	
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West Pine Lake Dr. Discussion:

- Work Order #1 – West Pine Lake Dr.

MOTION NUMBER	25-008 BAB
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Motion by Kasey Jernberg, second by Lola Harmon-Ramsey, to approve work order #1 for West Pine Lake Drive in Newaygo, Michigan, Brownfield Plan. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.

700 N. Weaver Site – City of Fremont. Discussion:

- BRA Application
- Work Order #2 – 700 N. Weaver
- Brownfield Plan

MOTION NUMBER	25-009 BAB
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Motion by Jason Finch, second by Michael VandenBerg, to approve the Brownfield Plan work order #2 for 720 N. Weaver Housing in Fremont, Michigan, Michigan. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael VandenBerg Nays – None. Absent – None Motion carried.

Hillcrest Commons Discussion:

- BRA Application
- Work Order #3 – Hillcrest Commons
- Brownfield Plan

MOTION NUMBER 25-010 BAB

Motion by Kasey Jernberg, second by Michael Vandenberg, to approve the Brownfield Plan work order #3 for Hillcrest Commons in Fremont, Michigan, Michigan. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael Vandenberg Nays – None. Absent – None Motion carried.

Agreement with City of Fremont – TIFA Discussion

MOTION NUMBER 25-011 BAB

Motion by Lindsey Hager, second by Michael Vandenberg, to approve the Interlocal Agreement between the City of Fremont DDA and the County of Newaygo Brownfield Authority. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael Vandenberg Nays – None. Absent – None Motion carried.

Fishbeck Memo Discussion:

The Board reviewed the memo supplied from Fishbeck with several recommendations. Ms. Galla will work with Newaygo County’s I.T. Department to update the website documents. Newaygo County Administration will add the 2025 meeting schedule to the website and add agenda and minutes buttons to mirror the Board of Commissioners page.

Policy on use of TIF Collection and Disbursal:

The Board reviewed the sample policy on use of TIF Collection and Disbursal. They like the concept; however, Newaygo County operates differently than Leelanau County. Several adjustments will need to be made to the policy before it is ready for the Brownfield Board to act on it.

PROJECT UPDATE - 120 WEST PINE LAKE DR.:

The Public Hearing is set for January 22, 2025, Board of Commissioners Meeting.

RIGHT PLACE UPDATE Julie Burrell, Economic Development Director

- Reminder of Jan 28th Economic Outlook event
- Brownfield interest across the county continues, but focuses on housing opportunities.

EGLE UPDATE Andrea Ryswick,

- New quarterly Brownfield webinar series – MiBrownfields. The webinar will cover brownfield program updates from EGLE, MEDC, and MSHDA. The first webinar is January 29th. The link for these is: [MiBrownfields webinar series](#).
- The EGLE Brownfield Section is hosting a stakeholder/outreach event on March 4, 2025. More information to come. It will be hosted at GVSU’s L.V. Eberhard Center.
- The EPA’s National Brownfields Conference will be held in Chicago during the week of August 4, 2025.
- If you have a project EGLE can help with, please reach out to Ms. Ryswick, she’s happy to help.

PUBLIC COMMENT

Jared Lutz with the Hillcrest Commons Brownfield Project requested that any amendments to the Brownfield table be sent to him so he can make the necessary changes to their Brownfield Plan.

MISCELLANEOUS

Todd Blake commented that the City of Fremont’s DDA is doing a review of its TIFA.

NEXT MEETING

The next Brownfield Authority Board meeting will be held on Thursday, February 20, 2025, at 8:30 a.m. in the Newaygo County Administration Multi-Purpose Room, directly across from the County Clerk’s Office.

ADJOURNMENT

25-012 BAB

There being no further business to come before the Brownfield Authority Board, motion by Jason O’Connell, second by Michael Vandenberg, to adjourn the meeting at 9:37 a.m. Ayes – Todd Blake, Jason Finch, Mark Guzniczak, Lindsay Hager, Lola Harmon-Ramsey, Kasey Jernberg, Jason O’Connell, Michael Vandenberg Nays – None. Absent – None Motion carried.

RECORDING SECRETARY CERTIFICATION

Debra L. Berger, Newaygo County Administration Office
Manager