



# Newaygo County

## Brownfield Redevelopment Authority

MINUTES

April 17, 2025

8:30 A.M.

MEMBERS PRESENT	Todd Blake, Mark Guzniczak, Lindsay Hager, Jason O’Connell, Kasey Jernberg
MEMBERS ABSENT	Jason Finch, Lola Harmon-Ramsey

OTHERS PRESENT	Christopher Wren, Administrator Debra Berger, Clerical Sandi Christoffersen, Deputy Finance Director Bryan Kolk, Newaygo County Board Chair
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PRESENT VIA TEAMS	Trudy Galla, Fishbeck, Senior Brownfield Specialist Andrea Ryswick, Brownfield Coordinator, EGLE
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CALL TO ORDER	Chairman Mark Guzniczak called the meeting to order at 8:30 a.m.
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AGENDA - MOTION NUMBER	25-019 BAB
Motion by Todd Blake, second by Jason O’Connell, to approve the April 17, 2025, agenda. Ayes – Todd Blake, Mark Guzniczak, Lindsay Hager, Jason O’Connell, Kasey Jernberg Nays – None. Absent – Jason Finch, Lola Harmon-Ramsey Motion carried.	

MINUTES - MOTION NUMBER	25-020 BAB
Motion by Lindsay Hager, second by Jason O’Connell, to approve the regular meeting minutes dated February 20, 2025. Ayes – Todd Blake, Mark Guzniczak, Lindsay Hager, Jason O’Connell, Kasey Jernberg Nays – None. Absent – Jason Finch, Lola Harmon-Ramsey Motion carried.	

FINANCIAL REPORT – CHRISTOPHER WREN, COUNTY ADMINISTRATOR	25-021 BAB
Administrator Wren gave the BRA Financial report, there were no questions.	
Motion by Todd Blake, second by Kasey Jernberg, to receive the financial report on file. Ayes – Todd Blake, Mark Guzniczak, Lindsay Hager, Jason O’Connell, Kasey Jernberg Nays – None. Absent – Jason Finch, Lola Harmon-Ramsey Motion carried.	

FISHBECK PROJECT UPDATES:	Trudy Galla, Senior Brownfield Specialist
<p><u>120 W. Pine Lake Dr., Newaygo:</u> The work plan was submitted to MSHDA on February 26, 2025. MSHDA responded to the County on April 4, 2025, that MSHDA had given conditional approval of the work plan. There was additional information MSHDA wanted before they would give their final approval of the project. Those requests were responded to on April 16, 2025.</p> <p><u>700 N. Weaver Site—City of Fremont:</u> The Reimbursement Agreement was sent to them for review on March 13, 2025. At this time, we’ve not heard back from them, and the City of Fremont is also waiting for information from them.</p> <p><u>Hillcrest Commons:</u> The Reimbursement Agreement was sent to them to review on March 13, 2025. On April 11, 2025, the developer responded with a revised agreement. The County is in discussions with them regarding those revisions at this time.</p> <p><u>General Updates:</u> Ms. Galla is currently working with another county’s brownfield on Senior Assisted Living Centers. This is an interesting project. Ms. Galla will share with the NCBRA as she learns more about the project.</p>	

<b>OLD BUSINESS:</b>	
<u>TIF Policy Discussion</u> : Information regarding a TIF Policy is included in the draft NCBRA Policies and Procedures that will be discussed later in the meeting.	
<u>Brownfield Fee Schedule Discussion</u> : Nothing was changed at this time.	
<b>NEW BUSINESS:</b>	700 N. Weaver Site – Reimbursement Agreement Discussion
There was nothing to discuss. They have not responded to the email sent to them on March 13, 2025.	
<b>NEW BUSINESS:</b>	Hillcrest Commons—Reimbursement Agreement Discussion
Administrator Wren reviewed the revisions the developer sent to the County. The reimbursement agreement originally sent to the developer is the agreement that the County’s legal team put together. More discussions need to take place before any action can be taken on this agreement.	
<b>NEW BUSINESS:</b>	NCBRA Policies and Procedures - draft Discussion
Overall, the BRA likes the draft Ms. Galla put together. A few minor changes were necessary, but overall, it looked complete. Chairman Guzniczak asked Ms. Galla to make the requested changes, add page numbers to the document, and resend it. Chairman Guzniczak asked BRA members to review the updated document when they receive it and be prepared to act on it at the next meeting.	
<b>RIGHT PLACE UPDATE</b>	Julie Burrell, Economic Development Director
Ms. Burrell made the BRA aware of two sites in the County that could be potential Brownfield projects, she will keep members apprised of the projects.	
<b>EGLE UPDATE</b>	Andrea Ryswick, Brownfield Coordinator, Remediation & Redevelopment Division
Ms. Ryswick reminded the BRA that EGLE is still looking for projects they can help with grant funding on and encouraged members to contact her for more information. If you have a project EGLE can help with, please reach out to Ms. Ryswick, she’s happy to help.	
<b>PUBLIC COMMENT</b>	None
<b>MISCELLANEOUS</b>	
<u>Jason O’Connell</u> : The Treasurer’s Office has completed their foreclosure process and is wrapping up settlements.	
<u>Administrator Wren</u> : EGLE has approved the county’s Work Plan for Materials Management Plan (MMP). Now the process can begin to put the MMP together. EGLE has not provided clear components or direction at this time. The one thing the County does know is that once approved, this will change the County's Solid Waste Management Plan.	
<u>Chairman Guzniczak</u> : Reverted back to the memo Ms. Galla provided to the BRA at the January meeting regarding updates to the county’s Brownfield website page. He does not want to lose sight of this document. Some of the changes have been made, but there is more to work on.	
<b>NEXT MEETING</b>	
The next Brownfield Authority Board meeting will be held on Thursday, May 15, 2025, at 8:30 a.m. in the Newaygo County Administration Multi-Purpose Room, directly across from the County Clerk’s Office.	

ADJOURNMENT	25-022 BAB
There being no further business to come before the Brownfield Authority Board, a motion by Jason O'Connell, second by Kasey Jernberg, to adjourn the meeting at 9:23 a.m. Ayes – Todd Blake, Mark Guzniczak, Lindsay Hager, Jason O'Connell, Kasey Jernberg Nays – None. Absent – Jason Finch, Lola Harmon-Ramsey Motion carried.	
RECORDING SECRETARY CERTIFICATION	Debra L. Berger, Newaygo County Administration Office Manager