



Blackman Charter Township
Local Development Finance Authority
Served By The Enterprise Group

BLDFA Board Meeting Minutes
Blackman Charter Township Meeting Hall
September 4, 2024, at 6 pm

Members Present (7): Diane Donaldson, David Elwell, John Globoker, Pete Jancek, Chad Linabury, Katie Pitchford, and Barry Harmon.

Members Absent (3): Cindy Acker, Diane Derby, and Bill Warner.

Staff: Debbie Kelly, Keith Gillenwater, and Sara Owen of The Enterprise Group.

Others: Jack Ripstra, Township Engineer; Jamie Willis, Toby Jones, and Todd Lyons of Midbrook.

- I. The BLDFA Board Meeting was called to order by Chairman Jancek at 6:01 p.m.
- II. **Public Comment:** Jamie Willis, Toby Jones, and Todd Lyons from Midbrook are here today to discuss their plans for the JTPN property. Mr. Jones presented their plans to build a 180x180 steel building that allows for the right wall to be expanded if necessary, in the future. Mr. Elwell asked if the building had fire protection. Mr. Jones stated the building is F2, so there is no need, and he confirmed that it will be stated in the agreement. Mr. Jones showed that they narrowed the drives, which got rid of the need for crushed asphalt. They will pave if they must, but it is presented this way for the budget. Ms. Willis stated that Midbrook has 27 full time employees currently, and they are adding one more. Ms. Pitchford asked if they had a drawing of the building plans, and Mrs. Kelly said she would send one out. Chairman Jancek noted he also attended the planning commission meeting while Midbrook was presenting.
- III. **Approval of May 15, 2024, Board Meeting Minutes:**
Motion by Mr. Elwell and seconded by Mr. Linabury to approve the May 15, 2024 Board Meeting Minutes. The motion was approved unanimously.
- IV. **Approval of Invoices through July 2024:**
Chairman Jancek explained that the Fishbeck invoice had to be authorized by him for the MI Sites Program because it had to be paid between meetings. *Motion by Mr. Elwell, supported by Mrs. Donaldson, to approve the invoices through July 2024, totaling \$23,230.10. The motion was approved unanimously by roll call vote.*
- V. **Treasurer's Report through July 31, 2024:**
Mr. Elwell asked about upcoming expenses, such as the EG contract for services payment, JTPN maintenance, and signage. *Motion by Mrs. Donaldson and seconded by Mr. Globoker to accept the Treasurer's Report ending July 31, 2024. The current balance available is \$607,161.94. The motion was approved unanimously by roll call vote.*
- VI. **BLDFA Property Update:**
 - a. **JTP North Property Updates:**
 - i. **JTPN Infrastructure and EDA Grant:**

Chairman Jancek shared that construction is complete and traffic lights are working. Midbrook is here to discuss their proposal regarding their purchase agreement. Mrs. Kelly stated that JTPN is part of a new shovel ready program called MI Sites. The EG presented with Mr. Ripstra. We will most likely achieve silver status, gold is expensive. Mr. Gillenwater explained we will receive preferred billing and be featured on their website. Mr. Ripstra updated that JCDOT will close out EDA Grant.

ii. **BLDFA and Jenkins Lease Agreement:**

Chairman Jancek stated Mr. Jenkins' buildings in parcels 6 and 7 are in the corner and will have no impact on the agreement. Once the purchase agreement is final, Mr. Jenkins will sit down to come to a new farming agreement. BLFDA & Midbrook will continue to work with Mr. Jenkins as he helps maintain the property.

iii. **JTPN Option Agreement:**

Mr. Elwell questioned why the agreement is written with only a 30 day window for BLFDA to buy back the property if the agreement has been broken by the purchaser. Chairman Jancek stated that it was reviewed, and this is how it has been done previously. Mr. Elwell pointed out that "lane" was missing from "Ayrshire Lane" on page 4. Mrs. Pitchford pointed out map 3.1 is the correct map, and they will have to be switched. Mr. Elwell also noted a spelling error in paragraph 36. *Motion by Mr. Elwell and seconded by Mrs. Donaldson to approve the JTPN Option Agreement with corrections. The motion was approved unanimously by roll call vote.*

iv. **Review and Consider approval of Option Agreement with prospect:**

Mr. Elwell questioned why the agreement is written with only a 30 day window for BLFDA to buy back the property if the agreement has been broken by the purchaser. Chairman Jancek stated that it was reviewed, and this is how it has been done previously. Mr. Elwell pointed out that "lane" was missing from "Ayrshire Lane" on page 4. *Motion by Mr. Elwell and seconded by Mrs. Donaldson to approve the Option Agreement with corrections. The motion was approved unanimously by roll call vote.*

v. **Review and Consider approval of JTPN Developers Packet:**

Mrs. Kelly will revise the maps to the correct ones. Mr. Elwell noted that there is a spelling error on page 36. *Motion by Mr. Elwell and seconded by Mrs. Donaldson to approve the JTPN Developers Packet with corrections. The motion was approved unanimously by roll call vote.*

b. **Technique Update:**

Mrs. Kelly stated everything has stalled. She was told things will begin this winter. Their deadline is mid-February, which is on her calendar.

VII. **Chairman/Board/Staff Comments:**

Mr. Elwell noted that we are charging \$7k/ acre on JTPN and asked what we paid. Mrs. Kelly stated we paid 92.4k for the property. Mr. Elwell replied that \$7k/acre is not enough. If we charge 10k, it would be a better investment. He believes we should look at the formula used and adjust it for future purchases. Mrs. Kelly stated she will look at other parks and bring comparisons to the December meeting.

Mrs. Kelly added that the checks were all signed previously, so she has nothing else.

VIII. **Next Meeting:**

The next meeting is scheduled for Wednesday, December 11, 2024 at 6:00 p.m. at the Blackman Charter Township Meeting Hall.

IX. Meeting adjourned at 6:47 p.m.

Respectfully submitted by Sara Owen, Executive Assistant at The Enterprise Group.

The Chairman/Supervisor declared the meeting adjourned at 6:47 p.m.



**Pete Jancek, BLDFA Chairman and
Blackman Charter Township Supervisor**