



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

BLDFA Annual Board Meeting Minutes
Blackman Charter Township Meeting Hall
December 11, 2024, at 6 pm

Members Present (9): Cindy Acker, Diane Derby, Diane Donaldson, David Elwell, John Globoker, Pete Jancek, Chad Linabury, Katie Pitchford, and Bill Warner.

Members Absent (1): Barry Harmon.

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

Others: Jack Ripstra, Township Engineer; John Rumler, Alro; and George Kittle, O'Harrow.

The BLDFA Board Meeting was called to order by Chairman Jancek at 6:02 p.m.

Public Comment: Keith Gillenwater stated he was here in support of the Alro project on the agenda today.

Semi-Annual Informational Meeting (per Recodified Tax Increment Financing Act 57)

Ms. Kelly shared that two meetings are required each year to fulfil Act 57 requirements. 14 days prior, taxing entities are notified via mail with a copy of the agenda. Chairman Jancek stated the goals for the upcoming year remain the same. Continue to market and sell parcels in JTPN. Midbrook had their groundbreaking the previous Friday, and we are hearing about a potential second tenant tonight.

Approval of September 4, 2024, Meeting Minutes:

Motion by Mr. Elwell and seconded by Mr. Linabury to approve September 4, 2024, Meeting Minutes. Motion approved unanimously.

Approval of Invoices and Budget Reports through November 30, 2024:

Mr. Elwell asked about the invoice for Fishbeck and if it was approved by the board. Chairman Jancek stated it had to be paid between meetings, so it was not brought to the board. The approval process and authorization were discussed, and Chairman Jancek acknowledged the concerns. He agreed to send an email out to notify the board members if an invoice must be approved between meetings in the future. *Motion by Ms. Derby, supported by Mr. Warner, to approve the invoices and budget reports through November 30, 2024. Motion approved unanimously by roll call vote.*

Consider Approval of the Option & Master Sales Agreement for potential JPTN tenant #2:

John Rumler, Alro Steel, discussed potentially purchasing 12 acres in JTPN. He provided background on Alro Steel and their plans to spend \$8-10 million on a building with 30,000 square feet leased to Black Hawk Industrial Distributors and remaining 60,000 square feet for future use. Ms. Kelly stated she will amend the purchase agreement to show the \$8-10 million. George Kittle, O'Harrow Construction, presented drawings of the building, and discussed plans for potential water and sprinkler system. Chairman Jancek and other members expressed support for the project, emphasizing benefits to the community and job retention. *Motion by Mr. Elwell and seconded by Mr. Linabury to approve the JTPN Option Agreement, as amended. The motion was approved unanimously by roll call vote.*

Approval of 2025 BLDDFA Budget and 2024 Amended Budget:

Chairman Jancek presented the 2025 BLDDFA Budget and 2024 Amended Budget. Mr. Elwell pointed out a spelling error for the word “stabilization.” *Motion by Mr. Elwell and seconded by Mr. Globoker to approve the 2025 BLDDFA Budget and 2024 Amended Budget as presented. Motion approved unanimously by roll call vote.*

BLDDFA Property Update:

a. **JTP North Property Update:**

Chairman Jancek stated Midbook should be complete by January 2026.

b. **MI Sites Program Updates and Purchase Price Discussion:**

Ms. Kelly read a letter from Quest that stated JTPN has completed step two of the MI Sites program and has been designated bronze status. The designation goes through October 8, 2027, and can be upgraded to silver or gold. She stated that it is unlikely we will upgrade because the requirements are too costly. Ms. Kelly went through the marketing material Quest gave for JTPN. Ms. Kelly stated that they need to provide a letter indicating property availability and price and that she has done some research, but it was unsuccessful. She mentioned the maximum price in the matrix is \$15,000 per acre but may be reduced with the point system based on investment, new, and retained jobs. Members discussed the current pricing and the need to ensure it covers costs while remaining competitive. Mr. Gillenwater stated he was happy to work with Ms. Kelly on a proposal to change the pricing matrix and bring before the board. *Motion by Ms. Derby and seconded by Ms. Donaldson to keep the current pricing schedule until February 19, 2025, board meeting to reevaluate. Approved Unanimously.*

c. **Technique Update:**

Ms. Kelly updated the board that the deadline for construction is February 15, 2025. Mr. Johncox indicated construction was supposed to begin in the fall but has not. Chairman Jancek stated there is a buyback option if the deadline passes.

2024 End of Year Report:

Ms. Kelly presented the 2024 BLDDFA End of Year Report stating it is derived from the approved 2024 Scope of Work. She stated the Enterprise Group has a lot of exciting things coming in 2025, including a rebrand.

2025 Scope of Work:

Ms. Kelly presented the 2025 Scope of Work and stated that it mirrors previous years. *Motion by Mr. Warner and seconded by Ms. Pitchford to approve the 2024 End of Year Report and 2025 Scope of Work. Motion approved unanimously.*

2025 Election of Officers:

Ms. Kelly informed the Board that they could open nominations or keep the current slate of Officers from 2024; Chairman Jancek, Vice Chair Warner, Treasurer Harmon, and Secretary Linabury. The board agreed to keep the current slate of officers for 2025. *Motion by Mr. Elwell and seconded by Ms. Donaldson to keep the current slate of Officers for 2025. Motion approved unanimously.*

2025 BLDDFA/EG Management Agreement:

Ms. Kelly presented the management agreement, which mirrors 2024. *Motion by Mr. Linabury and seconded by Mr. Elwell to approve the 2025 BLDDFA/EG Management Agreement. Motion approved unanimously by roll call vote.*

2025 Meeting Schedule:

Ms. Kelly provided the revised 2025 meeting schedule. *Motion by Mr. Elwell and seconded by Mr. Linabury to approve the 2025 Meeting Schedule. Motion approved unanimously.*

Board/Staff Comments:

Chairman Jancek gave an updated on the DDA board meeting from that morning. There will be a fifth lane added in on Airport Rd, and 10 ft. sidewalks. The DDA will cover the additional funds needed. There was discussion over

the Boardman Rd diet. Mr. Elwell also mentioned the board should be looking at the money in the admin fund and finding other potential projects to use it on.

The next meeting is scheduled for Wednesday, February 19, 2025, at 6:00 p.m. at the Blackman Charter Township Meeting Hall.

Meeting adjourned at 8:03 p.m.

Respectfully submitted by Sara Owen, Blackman LDFA Staff.

The Chairman/Supervisor declared the meeting adjourned at 8:03 p.m.

**Pete Jancek, BL DFA Chairman and
Blackman Charter Township Supervisor**