

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Wednesday, November 8, 2017, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Wednesday, November 8, 2017, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

 **I. CALL TO ORDER**

Chairperson Himelhoch called the meeting to order at 8:01 a.m.

 **II. ROLL CALL**

Present: Alan Himelhoch, Alexander Isaac, Cheryl Sclater, Gloria Nealy, Jeffrey M. Peake, John Mandelaris, Martin Cousineau, and Reggie Smith.

Absent: David Martin, Janice Karcher, and Mark Young.

Others Present: Nerahoo Hemraj, Larry Green, Doug Piggott, Derek Bradshaw, Christine Durgan, Sheila Taylor, Julie Zinger, Damon Fortney, Jacob Maurer, David Yeoman, and Nichole Odette.

III. MINUTES

 **A. Minutes of the October 3, 2017 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Alexander Isaac, to approve the October 3, 2017 regular meeting minutes as presented.
Motion passed unanimously.
(Approved minutes are on file in the GCMPC office)

 **IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMISSION**

Larry Green, Mt. Morris Township Supervisor, wished the Planning Commissioners and staff a very happy Thanksgiving and enjoy this great weather. Nerahoo Hemraj, Genesee County Controller, also wished the Planning Commission a happy Thanksgiving on behalf of the Controller's Office.

V. COMMUNICATIONS

 **A. Budget Discussion – Nerahoo Hemraj, Genesee County Controller**

Nerahoo Hemraj, Genesee County Controller, reviewed the process for charging indirect costs to County departments using the Maximus System. Correcting errors from previous years caused the recent increases; however, moving forward indirect costs should

become more stable. Mr. Hemraj stated that the County's FY 2017-2018 audit will cost approximately \$175,000 and GCMPC's portion of that cost will be approximately \$7,500. Mr. Hemraj also explained that the County must have an unqualified audit opinion in our financial statement, must complete a single audit, and must have a review of our indirect allocation plan approved by the state. The A360 software could not have achieved these requirements, therefore, the decision was made to return to the GEMS accounting system. Discussion ensued.


VI. COMMITTEE REPORTS

There were no Committee Reports.

VII. NEW BUSINESS

A. FOS-09-17-02; Clayton Township, Arthur Koan – Application for Farmland Agreement


David Yeoman gave an overview of FOS-09-17-02; Clayton Township, Arthur Koan – Application for Farmland Agreement.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to approve the submittal of staff's recommendations to Clayton Township regarding FOS-09-17-02; Clayton Township Farmland and Open Space Preservation Program Review. Motion passed unanimously.

(Documents on file with minutes)

B. FOS-10-17-03; Atlas Township, David Renius – Application for Farmland Agreement

Jacob Maurer stated that two adjacent parcels were included in the application for enrollment into the Farmland and Open Space Preservation Program. The smaller parcel is 3 acres in size and has one structure on it, which appears to be the home. This parcel does not meet the criteria of being a minimum of 5 acres and 51% agriculturally active, nor does it produce a gross annual income of \$200 per tillable acre; however, the larger parcel does meet the criteria in order to be enrolled in the Program. Discussion ensued.


 **Motion: Approve: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to approve staff's recommendations, with additional comments provided to the homeowner, regarding FOS-10-17-03; Atlas Township Farmland and Open Space Preservation Program Review.

Motion passed unanimously.

(Documents on file with minutes)

C. MPR-10-17-02; City of Burton Master Plan Update

Damon Fortney gave an overview of MPR-10-17-02; City of Burton Master Plan Update. Doug Piggott, of Rowe Professional Services, was present to answer questions and offer additional information. Discussion ensued.


 **Motion: Action:** Endorse, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to endorse staff's recommendations regarding MPR-10-17-02; City of Burton Master Plan Update.

Motion passed unanimously.

(Documents on file with minutes)

D. Travel Demand Model RRP 15-057 Contract Extension

Jason Nordberg reviewed the Travel Demand Model RRP 15-057 Contract Extension.


 **Motion: Action:** Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Alexander Isaac, to approve an extension of the Travel Demand Model RRP 15-057 contract with the Corradino Group of Michigan, Inc. through September 30, 2019, for Technical Assistance not to exceed \$23,291, and to give Derek Bradshaw, Director-Coordinator, the authority to sign the contract extension agreement upon Corporation Counsel and Genesee County Board of Commissioners review and approval.

Motion passed unanimously.

(Documents on file with minutes)

E. 2018 GCMPC Meeting Dates

Derek Bradshaw stated that January 2, 2018 is a County holiday and the building will be closed. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Alexander Isaac, to approve the 2018 GCMPC Meeting Dates, with the exception that the January meeting will be moved to the 9th and consideration for the September meeting date will take place at the August meeting.

Motion passed unanimously.

(Document on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to approve the November Contract, Vouchers and Bills for a total of \$56,652.58 and to authorize the proper authorities to sign the checks.

Motion passed unanimously.

(Documents on file with minutes)

B. Commission Expenses and Per Diems

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – October 2017 Status Report

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – October 2017 Status Report

Sheila Taylor stated that the fall Recycle Day event at Bentley High School was very successful, with over 1,000 vehicles served and no more than 15 minute wait times. Ms. Taylor stated that totals for the three Recycle Day events for the year were five thousand vehicles between the out-county and Flint locations, seven thousand tires, over 200 appliances, and over 617,000 pounds of hazardous waste. The City of Flint has placed a recycle trailer behind their municipal building for the collection of water bottles, since they are no longer being collected at the water pods. Over 1.3 million bottles have been collected at the water pick-up locations. November 15th is America Recycles Day and an open house will be held at the new water bottle recycling location. Staff will work with the City of Flint, Keep Genesee County Beautiful and Republic Services to organize the open house and inform residents without access to curbside recycling of this new location. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – October 2017 Status Report

Sheila Taylor stated that staff has begun the process of working on the 2018 Action Plan by getting applications for the CDBG, ESG and HOME Programs out to the local units and agencies. Next Monday, staff is holding an open house in Mundy Township to promote the Home Improvement Program (HIP). Please let staff know if you would like a HIP presentation in your community or if you need more HIP postcards to distribute.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to receive and file the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

4. Director-Coordinator Report – October 2017 Status Report

Derek Bradshaw stated that he attended a Regional Prosperity Initiative (RPI) meeting yesterday hosted by the Governor. Discussion focused on the value of the RPI and how to improve and extend the initiative. Staff will meet with the RPI Steering Committee today to finalize the 2018 grant application.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to receive and file the Director-Coordinator report as presented.

Motion passed unanimously.

(Original on file with minutes)

B. Commissioner Comments

Commissioners made comments at this time.

Gloria Nealy gave an update of the Parks and Recreation Commission meetings and events.



X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 9:25 a.m.

Respectfully submitted,
Nichole Odette, Secretary
Genesee County Metropolitan Planning Commission