

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Wednesday, November 6, 2019, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Wednesday, November 6, 2019, 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 8:02 a.m.

 **II. ROLL CALL**

Present: Alan Himelhoch, Alexander Isaac, David Martin, Gloria Nealy, Jeffrey M. Peake, Martin Cousineau, Mike LaPointe, Reggie Smith, and Ted Henry.

Absent: Cheryl Sclater.

Others Present: Derek Bradshaw, Sheila Taylor, Jason Nordberg, and Nichole Odette.

III. MINUTES

 **A. Minutes of the October 1, 2019 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Reggie Smith, to approve the October 1, 2019 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**

No one spoke at this time.

 **V. COMMUNICATIONS**

There were no Communications.

VI. COMMITTEE REPORTS

 **A. Consultant Selection Committee**

Mike LaPointe stated that the Consultant Selection Committee discussed the one proposal received for the Household Hazardous Waste Collection Services RFP. The Committee unanimously approved staff's recommendation to enter into a one-year contract with ERG Environmental Services. ERG has significantly increased their costs and

Solid Waste Ordinance revenues have decreased, so staff is proposing to hold only one Saturday Recycle Day event and two weekday events during 2020. Results of the Solid Waste Study will help determine how to proceed in the future. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Reggie Smith, to approve the recommendation of the Consultant Selection Committee to select ERG Environmental Services to provide HHW collection services for 2020.

Motion passed unanimously.

(Documents on file with minutes)

B. Personnel Committee

Gloria Nealy explained that Nicole Lewis, our Accounting Supervisor, has accepted a position at GCCARD. In order to get through three upcoming audits, staff is proposing to create a temporary no benefit Accountant position at a rate of \$55.00 per hour. Derek Bradshaw stated that Julie Zinger, our former Accounting Supervisor, has agreed to take the position. The position will last no more than 35 working days, at a maximum of \$15,400, and will require her to complete a 1099. Mr. Bradshaw stated that staff is also proposing to eliminate the Accounting Supervisor position and create and post an Accountant position that will be responsible for Community Development accounting activities. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to approve the recommendation of the Personnel Committee to create a temporary no benefit Accountant position at a rate of \$55.00 per hour, with a cost not to exceed \$15,400, and to eliminate the Accounting Supervisor position and to create and post an Accountant position within the Planning Commission.


Motion passed unanimously.

(Documents on file with minutes)

VII. NEW BUSINESS

A. GCMPC 2020 MEETING DATES

Discussion took place regarding the November meeting coinciding with Election Day. The November meeting date will be changed to Wednesday, November 4th.


 **Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Jeffrey M. Peake, to approve the GCMPC 2020 Meeting Dates, with the November meeting changed to Wednesday, November 4th.

Motion passed unanimously.

(Document on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Ted Henry, to approve the October Contract, Vouchers and Bills for a total of \$32,400.28 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** Ted Henry, **Seconded by** Alexander Isaac, to 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 2019 Status Report

Jason Nordberg explained that MDOT's Advisory Board has rejected the Roundabout Study contract and advised staff that the entire process must be repeated. Staff followed the Brooks Act, which requires a quality-based selection process for engineering and architectural projects versus a cost-based selection process; however, MDOT rejected the contract because staff did not obtain an independent cost estimate prior to beginning the process. MDOT also stated that hours to complete the project cannot be included in the Request for Qualifications (RFQ). MDOT is currently preparing trainings for MPOs regarding this process and their Advisory Board representatives will now review all RFQs before they are released. Discussion ensued.

 **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 2019 Status Report

Sheila Taylor stated that 673 cars came through the October 12th Recycle Day at Clio High School, while another 534 cars utilized the Flint location. GCMPC was awarded a \$10,000 Scrap Tire Cleanup Grant through the Michigan Department of Environment, Great Lakes, and Energy. The grant will be used for the cost of renting trailers to collect tires at the Recycle Day events. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – October 2019 Status Report

Sheila Taylor stated that during July HUD monitored our FY 2018 HOME and ESG programs, which resulted in four findings. Staff has responded to HUD to dispute the findings, citing that all items were in place and not requested during the monitoring visit. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

 **4. Genesee County Plan Update – October 2019 Status Report**

Derek Bradshaw stated that the draft *Genesee: Our County, Our Future* plan is nearing completion. The draft plan will be presented for review and public comment before final approval is requested in January.

 **Motion: Action:** Receive & File, **Moved by** Gloria Nealy, **Seconded by** Jeffrey M. Peake, to receive and file the Genesee County Plan Update as presented.

Motion passed unanimously.
(Original on file with minutes)

 **5. Director-Coordinator Report – October 2019 Status Report**

 **Motion: Action:** Receive & File, **Moved by** Ted Henry, **Seconded by** Martin Cousineau, 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 Genesee County Parks and Recreation Commission meetings and events.

 **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 8:59 a.m.

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