

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, November 7, 2023, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, November 7, 2023, in the Harris Auditorium of the Genesee County Administration Building, 3rd Floor, 1101 Beach Street, Flint, Michigan.

I. CALL TO ORDER

Chairperson Himelhoch called the meeting to order at 8:00 a.m.

II. ROLL CALL

Present: Alan Himelhoch, Dr. Beverly Brown, Gloria Nealy, Jeffrey M. Peake, Martin L. Cousineau, Mike LaPointe, Reggie Smith, Tyler Rossmassler, and William Brandon.

Absent: Cheryl Sclater and Lauren Coney.

Others Present: Derek Bradshaw, Christine Durgan, Sheila Taylor, Jacob Maurer, Kristofor Garris, and Nichole Odette.

III. MINUTES

A. Minutes of the October 3, 2023 Regular Meeting

Motion: Action: Approve, **Moved by** William Brandon, **Seconded by** Reggie Smith, to approve the October 3, 2023 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. Personnel Committee

Tyler Rossmassler stated that the Personnel Committee met this morning to discuss the creation of a new position and recommend moving forward. Christine Durgan explained that staff are requesting to create, post and fill a Housing Rehabilitation Specialist II position. We have a Housing Rehabilitation Specialist I that started over a year ago who has met all required certifications that we would like to retain and promote. Funds are in the budget for this grant funded position. Discussion ensued.

Motion: Action: Approve, **Moved by** William Brandon, **Seconded by** Mike LaPointe, to approve the report of the Personnel Committee and the recommendation to create, post and fill a Housing Rehabilitation Specialist II position within the Planning Commission. Motion passed unanimously.
(Documents on file with minutes)

B. Consultant Selection Committee

Mike LaPointe stated that the Consultant Selection Committee met this morning to discuss household hazardous waste (HHW) and electronics collection for 2024. Four proposals were received and reviewed. The Committee recommends hiring ERG Environmental Services (ERG) at \$128,000 for four collection events in 2024. Sheila Taylor explained that three staff scored the proposals, contacted the references, and compared the pricing. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Martin L. Cousineau, to approve the report of the Consultant Selection Committee and to approve hiring ERG Environmental Services to collect HHW and electronics at four events in 2024 for a total cost of \$128,000.

Motion passed unanimously.
(Documents on file with minutes)

VII. NEW BUSINESS

A. FOS-09-23-08; Forest Township – Gary and Laura Tilson – Application for Farmland Agreement

Kristofor Garris provided an overview of FOS-09-23-08; Forest Township – Gary and Laura Tilson – Application for Farmland Agreement. The parcel meets the criteria for enrollment in P.A. 116., as it is larger than 40 acres and at least 51% agriculturally active. The proposed length of protection under P.A. 116 is 30 years. Discussion ensued.

Motion: Action: Approve, **Moved by** Reggie Smith, **Seconded by** Jeffrey M. Peake, to approve staff recommendations regarding FOS-09-23-08; Forest Township – Gary and Laura Tilson – Application for Farmland Agreement.

Motion passed unanimously.
(Documents on file with minutes)

B. FOS-10-23-09; Argentine Township – Nicholas Satkowiak – Application for Farmland Agreement

Kristofor Garris provided an overview of FOS-10-23-09 and FOS-10-23-10; Argentine Township – Nicholas Satkowiak – Applications for Farmland Agreement. The parcels meet the criteria for enrollment in P.A. 116., as they are each larger than 40 acres and at least 51% agriculturally active. The proposed length of protection under P.A. 116 is 10 years for both parcels. Discussion ensued.

Motion: Action: Approve, **Moved** Martin L. Cousineau, **Seconded by** Jeffrey M. Peake, to approve staff recommendations regarding FOS-10-23-09 and FOS-10-23-10; Argentine Township – Nicholas Satkowiak – Applications for Farmland Agreement.

Motion passed unanimously.
(Documents on file with minutes)

C. FOS-10-23-10; Argentine Township – Nicholas Satkowiak – Application for Farmland Agreement

Discussion and action for this agenda item took place under VII.B.

D. 2024 GCMPC Meeting Dates

Derek Bradshaw reviewed the proposed 2024 GCMPC Meeting Dates. Mike LaPointe proposed moving the September meeting to the second Tuesday of the month.

Motion: Action: Approve, **Moved by** Gloria Nealy, **Seconded by** Martin L. Cousineau, to approve amending the 2024 GCMPC Meeting Dates to move the September meeting to the second Tuesday of the month.

Motion passed unanimously.

(Document on file with minutes)

Motion: Action: Approve, **Moved by** Gloria Nealy, **Seconded by** Martin L. Cousineau, to approve the 2024 GCMPC Meeting Dates as amended.

Motion passed unanimously.

(Document on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

Derek Bradshaw reviewed the Contract, Vouchers and Bills.

Motion: Action: Approve, **Moved by** Reggie Smith, **Seconded by** Gloria Nealy, to approve the November Contract, Vouchers and Bills for a total \$3,883.42 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** Jeffrey M. Peake, **Seconded by** Martin L. Cousineau, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

C. Fund Balance Assignment Adjustment

Derek Bradshaw explained that compensated absences for the year were lower than estimated. The adjustment is necessary to decrease the compensated absences line item and increase the restricted fund balance.

Motion: Action: Approve, **Moved by** Martin L. Cousineau, **Seconded by** Dr. Beverly Brown, to approve the Fund Balance Assignment Adjustment as presented.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – October 2023 Status Report

Jacob Maurer stated that staff has been working with local road and transit agencies to adjust and move projects within the upcoming three-year Transportation Improvement Program (TIP) due to a nearly \$4 million cut in federal funding. The funding reduction is a result of 2020 Census Urban Boundary changes. The US-23 Corridor Traffic Study contract with Rowe Professional Services has been approved by the Board of Commissioners.

Virtual and in-person outreach meetings will take place over the next several months. The project's estimated completion date is September 2024.

Motion: Action: Approve, **Moved by** Martin L. Cousineau, **Seconded** Jeffrey M. Peake, to approve the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – October 2023 Status Report

Sheila Taylor stated that over 1,700 tires were collected during the tire recycling event held in October, which exhausted the remaining 2023 EGLE grant funding. Staff are currently in the process of applying for a 2024 Scrap Tire Recycling Grant. A contract has been signed with the consultant hired to oversee the demolition of the former McDonald Dairy property. The demo project should be out to bid early next year. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to approve the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – October 2023 Status Report

Sheila Taylor stated that staff are currently meeting with the local units of government and local agencies regarding their CDBG and ESG applications that are due in early December. Staff will finalize the draft 2024 Action Plan once all project applications are approved. The Action Plan is our annual application to HUD to receive Community Development Program funding.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Martin L. Cousineau, to approve the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

4. American Rescue Plan Act – October 2023 Status Report

Christine Durgan stated that the Planning Commission administers \$43 million of the County's \$79 million ARPA allocation. Staff is overseeing 30 projects, 28 with the local units of government, as well as the Land Bank and Ashley Capital projects. To date, \$12 million in funding has been spent. The Land Bank received \$8 million to demo properties throughout the County; so far, 128 of the 382 properties under contract have been demolished.

Motion: Action: Approve, **Moved by** Reggie Smith, **Seconded by** Mike LaPointe, to approve the American Rescue Plan Act Report as presented.

Motion passed unanimously.

(Original on file with minutes)

5. Report of the Director – October 2023 Status Report

Derek Bradshaw stated that the Home Improvement Program staff are holding a Contractor Open House tomorrow in Mt. Morris at the District Library. Outreach for the event targeted minority businesses and local contractors from all trades. More contractors are needed to meet the number of homeowners seeking assistance. Discussion ensued.

Motion: Action: Approve, **Moved by** Reggie Smith, **Seconded by** Mike LaPointe, to approve the Report of the Director 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's meetings and events.

X. ADJOURNMENT

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

Respectfully submitted,
Nichole Odette, Program Services Specialist
Genesee County Metropolitan Planning Commission