

GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING and DEVELOPMENT COMMISSION
Tuesday, May 25, 2021, 6:00 p.m.

MINUTES

The Genesee-Lapeer-Shiawassee Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, May 25, 2021, in a Zoom meeting conference call format due to Coronavirus concerns.

Chairperson Van Haaften called the meeting to order at 6:02 p.m.

I. INTRODUCTIONS

A. Roll Call

Present: Ed Benning (Davison-Genesee County), Jeffrey Kelley (Swartz Creek-Genesee County), Alan Himelhoch (Grand Blanc Twp-Genesee County), Cathy Lane (Grand Blanc Twp-Genesee County), Richard Van Haaften (Lapeer-Lapeer County), and Destain Gingell (Lapeer County).

Absent/Excused: Derek Bradshaw and Mike Hemmingsen.

Others Present: Jason Nordberg, Sharon Gregory, and Nichole Odette.

B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held March 23, 2021

Motion: Action: Approve, **Moved by** Ed Benning, **Supported by** Cathy Lane, to approve the minutes of the GLS Region V PDC regular meeting held March 23, 2021 as presented. Motion carried unanimously.
(Documents on file in the GCMPC office)

C. Approval of the Agenda of GLS Region V PDC Meeting to be held May 25, 2021

Motion: Action: Approve, **Moved by** Alan Himelhoch, **Supported by** Cathy Lane, to approve the agenda of the GLS Region V PDC meeting to be held May 25, 2021 as presented. Motion carried unanimously.
(Documents on file with minutes)

D. Opportunity for the Public to Address the GLS Region V PDC

None

E. Communications

1. Vienna Township – Michigan Natural Resources Trust Fund Grant for Bike Path Improvements

Sharon Gregory explained that Vienna Township has applied for funding through the Michigan Natural Resources Trust fund to upgrade the existing Neff Road bike path that connects to the George Atkins Trail in Clio. The Township is requesting \$296,577 in grant funding from the State, local match is \$146,075, for a project total of \$442,652. Staff will contact the Township for more details regarding the proposed upgrades and will provide an update to Commission members. Discussion ensued.

No Action Required.

(Communication documents on file with minutes)

II. ACTION ITEMS

A. Financial Report

1. Report

Jason Nordberg reviewed the financial report ending April 30, 2021.

Motion: Action: Approved, **Moved by** Ed Benning, **Supported by** Jeffrey Kelley, to approve the financial report as presented.

Motion carried unanimously.

(Documents on file with minutes)

2. Checks

Motion: Action: Approved, **Moved by** Cathy Lane, **Supported by** Jeffrey Kelley, to approve the checks in the amount of \$5,769.22 and authorize the signing by the proper authorities.

Motion carried unanimously.

(Documents on file with minutes)

3. FY 2021 Budget Adjustments

Jason Nordberg explained that \$5,000 has been received from Lapeer County to update their Parks and Recreation Plan. The budget adjustments reflect Lapeer County's payment and subsequent increases to the consultants, advertising, and supplies line items. Funds are also being moved for the purchase of a GPS unit to be used during PASER rating, as well as additional advertising costs. Discussion ensued.

Jason Nordberg stated that staff will release a Request for Proposals (RFP) for Region V auditing services in July. Two fiscal years will be audited. The goal is to have an auditor in place when the new fiscal year begins October 1st.

Motion: Action: Approved, **Moved by** Alan Himelhoch, **Supported by** Jeffrey Kelley, to approve the FY 2021 Budget Adjustments as presented.

Motion carried unanimously.

(Documents on file with minutes)

B. Lapeer County Parks and Recreation Plan Update – Memorandum of Agreement

Sharon Gregory explained Lapeer County has requested assistance from Region V staff in updating their Lapeer Parks and Recreation Plan. Staff completed the last plan for Lapeer County in 2016. This update will allow Lapeer County to be eligible for future grant funding. The Memorandum of Agreement with Lapeer County outlines services to be provided by staff, including text and graphics updates, public surveys, an open house, a 30-day public comment period and public hearing, and copies of the plan. The cost will not exceed \$5,000. Alan Himelhoch stated that he did not review the Agreement as legal counsel for this Commission. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the Memorandum of Agreement with Lapeer County and give the authority for Derek Bradshaw, Fiscal Officer, to sign the Agreement.

Motion carried unanimously.

(Documents on file with minutes)

C. Asset Management Project Authorization Extension

Sharon Gregory stated that the Transportation Asset Management Council (TAMC) is allowing agencies that received FY 2020 Asset Management funding to extend the use of the funds until September 30, 2021. In order to be able to use the FY 2020 funding through the entire 2021 fiscal year, the current Michigan Department of Transportation (MDOT) Project Authorization (PA) that expires June 30, 2021 must be extended until September 30, 2021.

Motion: Action: Approve, **Moved by** Alan Himelhoch, **Supported by** Jeffrey Kelley, to approve the extension of the FY 2020 Asset Management Project Authorization until September 30, 2021, as well as the authority for Derek Bradshaw, Fiscal Officer, to sign the Project Authorization.

Motion carried unanimously.

(Documents on file with minutes)

D. MDOT Master Agreement Extension

Sharon Gregory stated that like the previous item, the MDOT Master Agreement must also be extended to continue using FY 2020 Asset Management funding until September 30, 2021.

Motion: Action: Approve, **Moved by** Alan Himelhoch, **Supported by** Ed Benning, to approve the amendment extending the Michigan Department of Transportation (MDOT) Agreement Contract No. 2018-0016 until September 30, 2021, as well as the authority for Derek Bradshaw, Fiscal Officer, to sign the amendment.

Motion carried unanimously.

(Documents on file with minutes)

E. FY 2021 Region V Work Program Amendment # 1

Sharon Gregory stated that staff is requesting to move \$500 from the Management of Rural Task Force and Small Urban work item and \$500 from the Public Involvement for Air Quality Conformity work item to the Public Involvement and Consultation Process for Non-Metropolitan Areas work item, adding a total of \$1,000.

Motion: Action: Approve, **Moved by** Ed Benning, **Supported by** Cathy Lane, to approve Amendment #1 to the FY 2021 GLS Region V Work Program as presented.

Motion carried unanimously.

(Documents on file with minutes)

III. DISCUSSION ITEMS

A. MAR Update

Jason Nordberg explained that MDOT is waiting until July to provide regions with their FY 2022 Work Program funding amounts to look at potential projects throughout the state that could benefit from the new transportation funding. Guidance continues to flow in regarding how cities, villages, and counties can utilize the transportation funding provided through the American Recovery Act.

B. Genesee and Lapeer Counties Hazard Mitigation Plans Update

Sharon Gregory stated that staff has finalized drafts of the Genesee and Lapeer County plans. The 30-day public comment period for the draft plans began May 17th and will end on June 18th. The public is invited to ask questions and provide comments at a virtual open house on June 3rd from 11:30 a.m. to 12:30 p.m. Questions and comments regarding the plans can also be directed to Cody Roblyer.

C. FY 2022 GLS Region V Work Program Update

Sharon Gregory stated that staff usually provides the draft Region V Work Program to this Commission in May, however, MDOT is still in the process of finalizing budget amounts.

IV. ANNOUNCEMENTS

Jason Nordberg stated that Debby Compton has retired from our office and we are looking for an additional Secretary if you know of anyone that would be interested.

Richard Van Haaften stated that he would be available to come to the Planning Commission tomorrow around 10:00 a.m. to sign the checks and resolutions.

Sharon Gregory introduced and welcomed new GLS Region V PDC member Destain Gingell, of the Lapeer County Road Commission. Mr. Gingell thanked Sharon for the introduction and stated that he is looking forward to being a member of this Commission. Jason Nordberg added that staff has worked with Mr. Gingell many times and on various programs, including the Rural Task Force and the PASER pavement ratings.

Ed Benning stated that he did authorize an additional position and Debby Compton is now working for the MTA and they are excited to have her.

Jason Nordberg stated that Jacob Maurer's last day is this Friday, as he will be going to work for Genesee County Parks.

V. ADJOURNMENT

Motion: Action: Approve, **Moved by** Alan Himelhoch, **Supported by** Destain Gingell, to approve the adjournment of this meeting with the notation that next meeting will be held on July 27, 2021.

Chairperson Van Haaften adjourned the meeting at 6:36 p.m.

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