

**GLS REGION V PDC
May 26, 2020**

The GLS Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, May 26, 2020 via a Zoom Conference Call due to the closure of the Genesee County Administration Building in response to the COVID-19 pandemic.

Chairperson Van Haaften called the meeting to order at 6:00 p.m.

I. INTRODUCTION

A. Roll Call

Present: Ed Benning, Derek Bradshaw, Alan Himelhoch, Jeffrey Kelley, Daniel McMaster, and Richard Van Haaften.

Absent/Excused: Mike Hemmingsen, Shirley Kautman-Jones, Shawnice Dorsey, and Robert Johnson.

Others Present: Tom Smith, Jason Nordberg, Jacob Maurer, Zachary Sompels, and Nichole Odette.

B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held January 28, 2020

Motion: Action: Approve, **Moved by** Ed Benning, **Supported by** Jeffrey Kelley, to approve the minutes of the GLS Region V PDC regular meeting held on January 28, 2020 as presented.

Motion carried unanimously.

(Approved minutes on file in the GLS Region V office)

C. Approval of the Agenda of GLS Region V PDC Meeting to be held May 26, 2020

Motion: Action: Approve, **Moved by** Alan Himelhoch, **Supported by** Ed Benning, to approve the agenda of the GLS Region V PDC Meeting to be held on May 26, 2020 as presented.

Motion carried unanimously.

(Document on file with minutes)

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

No one spoke at this time.

E. Communications

Jason Nordberg stated that staff received five (5) communications. The City of Lapeer requested a letter of support for their Housing Preservation Grant, which staff has provided. Notices of Intent for Michigan Natural Resource Trust Fund grants were received from Mundy Township, the City of Fenton,

and Southern Lakes Parks and Recreation. The Village of Byron submitted a notice of Master Plan adoption.

(Documents on file with minutes)

II. ACTION ITEMS

A. **Financial Report**

1. **FY 2018 and FY 2019 Audit Report**

Tom Smith, of Smith & Klaczkiewicz, PC, reviewed the FY 2018 and FY 2019 Audit Report. Mr. Smith explained that the financial statement has already been submitted to the State, as the deadline to submit bi-annual audits was March 31st. Smith & Klaczkiewicz, PC has issued a clean, un-modified opinion.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Alan Himelhoch, to approve the FY 2018 and FY 2019 Audit Report as presented.

Motion passed unanimously.

(Documents on file with minutes)

2. **Michigan Department of Treasury Request for Improvement of Deficiencies**

Jason Nordberg stated that GLS Region V received a letter from the Michigan Department of Treasury due to our audits reflecting a negative balance for a three-year period. The flagged overages are related to per diem expenses. Per diems are paid from the GLS Region V account balance and not from grant revenues, which may result in deficit spending. Staff spoke to a Treasury representative has prepared a response letter.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Ed Benning, to approve staff's response letter to the Michigan Department of Treasury regarding the Request for Improvement of Deficiencies.

Motion passed unanimously.

(Documents on file with minutes)

3. **Reports**

Motion: Action: Approve, **Moved by** Alan Himelhoch, **Supported by** Jeffrey Kelley, to approve the financial reports as presented.

Motion passed unanimously.

(Documents on file with minutes)

4. **Checks**

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Alan Himelhoch, to approve the checks in the amount of \$40,414.94 and to authorize the signing by the proper authorities.

Motion passed unanimously.

(Documents on file with minutes)

B. Election of Officers

Jason Nordberg stated that he has spoken with Commission members and Richard Van Haften has agreed to serve as Chairperson, Daniel McMaster has agreed to serve as Vice Chairperson, and Derek Bradshaw has agreed to serve as Treasurer/Fiscal Officer. No other nominations were presented at this time.

Motion: Action: Re-elect, **Moved by** Alan Himelhoch, **Supported by** Jeffrey Kelley, to re-elect the following slate of Officers for the upcoming year by acclamation. Richard Van Haften as Chairperson, Daniel McMaster as Vice Chairperson, and Derek Bradshaw as Treasurer/Fiscal Officer.

Motion passed unanimously.

C. FY 2021 GLS Region V Work Program

Motion: Action: Approve, **Moved by** Ed Benning, **Supported by** Alan Himelhoch, to approve the FY 2021 GLS Region V Work Program.

Motion passed unanimously.
(Document on file with minutes)

D. Michigan Dept of Transportation MDOT Master Agreement

Jason Nordberg explained that the MDOT Master Agreement must be in place in order for GLS Region V to receive state and federal reimbursement for activities performed under the Work Program. The Agreement will be in effect from October 1, 2020 through September 30, 2023. Staff recommends approval of the Agreement, as well as the authority for Derek Bradshaw, Fiscal Officer, to sign the agreement. Alan Himelhoch stated that he has not reviewed the MDOT Master Agreement as legal counsel for GLS Region V.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Ed Benning, to approve the Michigan Department of Transportation (MDOT) Master Agreement and the authority for Derek Bradshaw, Fiscal Officer, to sign the agreement.

Motion passed unanimously.
(Document on file with minutes)

III. DISCUSSION ITEMS

A. MAR Update

Derek Bradshaw stated that the major focus right now is the additional EDA funding for infrastructure projects. Staff is reaching out to all three Counties to ensure they are aware of the funding opportunity and offer assistance with the application process.

Jacob Maurer explained that staff is working to spend down the 2019 RPI funding balance and many of the contracts should be fulfilled by the end

of this year. One of the last Region 6 projects currently underway involves inventorying and rating assets throughout the region. Staff provided asset owners with an Asset Management Readiness Assessment Tool developed by the State and will assist communities to implement this project.

B. 2019 Lapeer and Shiawassee PASER Reports

Zachary Sompels stated that between July and September 2019 staff worked with MDOT and road agencies to rate all federal aid and local roads in Lapeer and Shiawassee Counties. The reports have been updated since the findings were released in January to include road ownership changes in Shiawassee County, as well as a discussion regarding the impact and utilization of the additional road funding.

IV. ANNOUNCEMENTS

Derek Bradshaw stated that staff has received a \$100,000 grant award from the Michigan State Police to update the Hazard Mitigation Plans for Lapeer and Genesee Counties. Staff will begin the update process once the grant agreement is received.

Ed Benning stated that the MTA is bringing serves back up and reintroduced its fixed-route service last week. Rides to Wellness have resumed and regional service will begin operating next week. The 50-day shutdown was the first in the organization's history and MTA has made many changes to ensure that both passengers and drivers are safe.

V. ADJOURNMENT

Motion: Action: Adjourn, **Moved by** Alan Himelhoch, **Supported by** Jeffrey Kelley, to approve the adjournment of the meeting.

Motion passed unanimously.

Chairperson Van Haaften adjourned the meeting at 6:30 p.m.

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