

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, August 3, 2021, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, August 3, 2021, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 222, Flint, Michigan.

 **I. CALL TO ORDER**

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

 **II. ROLL CALL**

Present: Alan Himelhoch, Alexander Isaac, Cheryl Sclater, Gloria Nealy, Mike LaPointe, Reggie Smith, Debra Newman, Domonique Clemons, and Tyler Rossmassler.

Absent: Jeffrey M. Peake and Meredith Davis.

Others Present: Christine Durgan, Jason Nordberg, Sheila Taylor, and Nichole Odette

III. MINUTES

 **A. Minutes of the July 13, 2021 Regular Meeting**

Motion: Action: Approve, **Moved by** Mike LaPointe, **Seconded by** Reggie Smith, to approve the minutes of the July 13, 2021 regular meeting as presented.

Motion carried unanimously.

(Approved minutes are on file in the GCMPC office)

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

Chairperson Himelhoch extended congratulations to Grand Blanc's Grant Fischer, who will be running in the 5,000-meter race on Friday at the Tokyo Olympics.

 **V. COMMUNICATIONS**

There were no Communications.

 **VI. COMMITTEE REPORTS**

A. Personnel Committee

The Personnel Committee considered all comments, ratings and evaluations received and developed a Director-Coordinator evaluation with ratings of *outstanding* in all categories. Personnel Committee Chairperson Gloria Nealy and Alan Himelhoch met with Derek Bradshaw to review and discuss his evaluation via a Zoom. Mr. Bradshaw has

signed the evaluation and waived his right to contest it; a copy has been provided to the Board of Commissioners. Chairperson Himelhoch stated that the Board of Commissioners did approve a raise for Mr. Bradshaw last week and thanked the Commissioners in attendance.

Motion: Action: Adopt, **Moved by** Gloria Nealy, **Seconded by** Reggie Smith, to adopt the evaluation of the Director-Coordinator as recommended by the Personnel Committee. Motion carried unanimously.

Motion: Action: Approve, **Moved by** Gloria Nealy, **Seconded by** Alexander Isaac, to approve the report of the Personnel Committee.

VII. NEW BUSINESS



A. Contract Extension for Audit Services

Christine Durgan explained that Smith and Klaczewicz, PC was awarded a contract in 2019 to provide audit services for GCMPC. The contract allows for two one-year extensions. Staff is requesting approval to enter into the second one-year contract extension with Smith and Klaczewicz, PC to perform the 2021 GCMPC audit. Following approval by this Commission, the contract extension will go to the Board of Commissioners for final approval. Discussion ensued.

Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Mike LaPointe, to approve entering into a second one-year contract extension with Smith & Klaczewicz, PC for the term of October 1, 2021, to September 30, 2022, to perform the GCMPC Audit. Motion carried unanimously.

(Documents on file with minutes)

B. September GCMPC Meeting Date

Chairperson Himelhoch opened a discussion regarding the September 7th meeting date. A minimum of six (6) Commissioners is needed to establish a meeting quorum. Commissioners present indicated their availability as follows.

Sclater – no	Rossmassler – yes	Isaac – yes
Himelhoch – no	LaPointe – yes	Newman – no
Nealy – yes	Clemons – yes	Smith – yes

The meeting will remain scheduled for September 7th. Vice Chairperson Isaac will run the meeting.

VIII. FINANCES



A. Contract, Vouchers and Bills

Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to approve the August Contract, Vouchers and Bills for a total \$76,147.54 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** Gloria Nealy, **Seconded by** Alexander Isaac, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

C. Financial Update

Christine Durgan reviewed the Financial Update ending June 30, 2021.

Motion: Action: Approve, **Moved by** Gloria Nealy, **Seconded by** Alexander Isaac, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

Budget Transfer Requests

Christine Durgan explained that there is one correction to the transfer requests provided with the agenda packet. The line item *Decrease Transfers Out, Other Fringe* should have been listed as \$4,045.

Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to approve the Budget Transfer Requests with the noted correction to line item *Decrease Transfers Out, Other Fringe*.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – July 2021 Status Report

Jason Nordberg reviewed the 3-C Transportation Planning Report.

Motion: Action: Receive & File, **Moved by** Gloria Nealy, **Seconded by** Mike LaPointe, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – July 2021 Status Report

Sheila Taylor explained that our new Planner, Gwynneth Coselman, will be presenting a Master Plan Review at the September meeting. Gwynneth is working with Cody in the Environmental Division and will assist with the Solid Waste, Air Quality, and Rideshare Programs. 559 vehicles came through the July 27th Recycle Day event held at Mott Community College. The last Recycle Day for the year is August 24th. The Board of Commissioners approved the request to increase the Solid Waste Ordinance fees from \$0.12 cents to \$0.45 cents **per cubic yard**. Staff expects that this increase will generate \$1.1 million dollars a year and allow for the establishment of a permanent recycling facility. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

 **3. Community Development Program – July 2021 Status Report**

Sheila Taylor reviewed the Community Development Program Report.

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

Motion passed unanimously.

(Original on file with minutes)

 **4. Director-Coordinator Report – July 2021 Status Report**

Christine Durgan stated that a GCMPC Budget Subcommittee meeting will need to be scheduled to review the FY 2021-2022 GCMPC budget. The Board of Commissioners will be adopting the County's budget on September 8th. Budget Committee members are Jeffrey M. Peake (Chairperson), Alexander Isaac, Cheryl Sclater, Alan Himelhoch and Domonique Clemons (added to Committee following this meeting). Staff will send a list of proposed days and times to the Committee members.

Motion: Action: Receive & File, **Moved by** Gloria Nealy, **Seconded by** Reggie Smith, 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's meetings and events.

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 8:55 a.m.

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