

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, September 12, 2023, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, September 12, 2023, in the Harris Auditorium of the Genesee County Administration Building, 3<sup>rd</sup> Floor, 1101 Beach Street, Flint, Michigan.

**I. CALL TO ORDER**

Chairperson Himelhoch called the meeting to order at 8:01 a.m.

**II. ROLL CALL**

**Present:** Alan Himelhoch, Cheryl Sclater, Dr. Beverly Brown, Gloria Nealy, Lauren Coney, Martin L. Cousineau, Mike LaPointe, Reggie Smith, Tyler Rossmassler, and William Brandon.

**Absent:** Jeffrey M. Peake.

**Others Present:** Derek Bradshaw, Christine Durgan, Sheila Taylor, Jacob Maurer, Andrew Trudeau, and Nichole Odette.

Chairperson Himelhoch welcomed Dr. Beverly Brown to the Planning Commission. Dr. Brown will replace Genesee County Commissioner Dale Weighill.

**III. MINUTES**

**A. Minutes of the August 1, 2023 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Reggie Smith, to approve the August 1, 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**

**A. Thetford Township Master Plan Notice of Intent**

Mike LaPointe serves on the Thetford Township Planning Commission and has worked with the Township for over a year to update their Master Plan. The plan has not been updated since 1988. Public meetings have taken place and the draft plan will come before this Commission next year.

Mr. LaPointe also gave an update on the proposed solar farms in Thetford Township. EDF Renewables has secured **approximately 1,500** acres of farmland, however, the Township

Board recently voted to extend the nine-month solar ordinance moratorium for another 6 months.

Derek Bradshaw stated that Gloria Nealy has been awarded the President's Award by the Michigan Association of School Boards, which is the highest honor given out to school board members. Only 120 school board members across the state have received the award since its creation in 1990.

## **VI. COMMITTEE REPORTS**

### **A. Election Committee**

Reggie Smith stated that the Election Committee met this morning to choose a slate of Officers. The Committee recommends re-electing all current GCMPC Officers for another term by acclamation.

Reggie Smith asked Gloria Nealy if she accepted the nomination to serve as Secretary. Ms. Nealy accepted. Mr. Smith asked if there were any other nominations for Secretary. There were no other nominations.

Reggie Smith asked Mike LaPointe if he accepted the nomination to serve as Vice Chairperson. Mr. LaPointe accepted. Mr. Smith asked if there were any other nominations for Vice Chairperson. There were no other nominations.

Reggie Smith asked Alan Himelhoch if he accepted the nomination to serve as Chairperson. Mr. Himelhoch accepted. Mr. Smith asked if there were any other nominations for Chairperson. There were no other nominations.

**Motion: Action:** Approve, **Moved by** William Brandon, **Seconded by** Martin L. Cousineau, to approve the recommendation of the Election Committee to re-elect current GCMPC Officers for the upcoming term, those being Alan Himelhoch as Chairperson, Mike LaPointe as Vice Chairperson, and Gloria Nealy as Secretary.

Motion passed unanimously.

### **B. Budget Committee**

Chairperson Himelhoch stated that the Budget Committee supported moving the proposed budget to the full GCMPC for approval. Derek Bradshaw reviewed the FY 2023-2024 GCMPC Budget. Revenues are going up approximately \$120,000 due to a Safe Streets grant. Our Federal Highway Administration funding is down \$100,000 resulting from the formulas used in the Census. Staff salaries and wages are up only slightly due to step increases. Savings for the permanent recycling facility are now at \$1.9 million with the recent EGLE grant. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Gloria Nealy, to approve the FY 2023-2024 GCMPC Budget.

Motion passed unanimously.

(Documents on file with minutes)

## **VII. NEW BUSINESS**

### **A. Congestion Mitigation Air Quality (CMAQ) Funding Award (Rideshare)**

Sheila Taylor stated that this contract with MDOT will provide \$50,000 to administer the Rideshare Program. There were no changes from the previous year with the FY 2024 contract.

Chairperson Himelhoch noted that he has not reviewed the contract in his capacity as an Attorney and gives no opinion on the contract.

**Motion: Action:** Approve, **Moved** Mike LaPointe, **Seconded by** Gloria Nealy, to recommend approval for the Genesee County Board of Commissioners to enter into the FY 2024 Rideshare contract contingent on approval of the finalized contract language by staff and Corporation Counsel.

Motion passed unanimously.

(Documents 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 September Contract, Vouchers and Bills for a total \$102,247.55 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** Martin L. Cousineau, **Seconded by** William Brandon, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

### **C. Financial Update**

Derek Bradshaw reviewed the Financial Update ending July 31, 2023.

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

Motion passed unanimously.

(Documents on file with minutes)

### **D. FY 2023 Budget Transfer Requests**

Derek Bradshaw reviewed the FY 2023 Budget Transfer Requests. Chairperson Himelhoch added that there is a policy in place if year-end transfers are needed to keep things in line. The maker of the motion included this in his motion.

**Moved by** Reggie Smith, **Seconded by** Tyler Rossmassler, to approve the attached budget transfer requests and allow Derek Bradshaw to make budget transfers that do not exceed 25% of the total amount of the line item, or any changes to line items less than \$6,000, in order to close out the 2023 Fiscal Year.

Motion passed unanimously.

(Documents on file with minutes)

### **E. Authorization for Year End Budget Adjustments**

This item was incorporated with item VIII. D.

## **IX. OLD BUSINESS**

### **A. Project Status**

#### **1. 3-C Transportation Planning – August 2023 Status Report**

Jacob Maurer stated that staff is working with local road agencies to ensure that projects are moving forward. Over \$13 million in federal, state, and local funding has been obligated for the 2023 fiscal year.

The report was suspended at 8:43 a.m. so that Gloria Nealy could provide an update on the Genesee County Parks and Recreation Commission's meetings prior to her leaving the meeting.

The report resumed at 8:45 a.m. Jacob Maurer stated that the FY 2024 Unified Work Program (UWP) has received approval from the Federal Highway Administration (FHWA) and staff expects to receive all project authorizations prior to the start of the next fiscal year.

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded** Lauren Coney, to approve the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **2. Environmental Program Update – August 2023 Status Report**

Sheila Taylor stated that the last Recycle Day was held on August 8<sup>th</sup>. In total, 1,265 vehicles dropped off 267,000 pounds of waste and contractor costs were over \$225,000 for the year. The \$900,000 grant from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) can be used for infrastructure costs related to the collection of non-hazardous waste, which will be collected at the permanent recycling facility. Staff are working with small local units of 10,000 or less households to apply for a recycling education grant. EGLE is about to release training opportunities for the new Materials Management Plans that will be required by all counties. Staff will work with the City of Flint to hold a tire recycling event during October.

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

Motion passed unanimously.

(Original on file with minutes)

#### **3. Community Development Program – August 2023 Status Report**

Sheila Taylor stated that staff is reviewing the final reimbursement requests submitted by subrecipients for their Program Year 2022 projects. Staff have also been meeting with local units and agencies to sign their Program Year 2023 project agreements.

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

Motion passed unanimously.

(Original on file with minutes)

#### **4. Housing Program Update – August 2023 Status Report**

Andrew Trudeau stated that there are 13 projects currently under construction and 5 of those should be completed in the next week. To date, 20 projects have been completed, utilizing \$325,564 in funding. There has been an uptick in the number of applications for septic field replacements. EGLE is hosting a Zoom meeting next week to discuss proposed

state oversight, codes, and funding sources for septic systems. The NSP construction contract for 4315 Dixel Drive has received Board approval and work should be underway soon.

**Motion: Action:** Approve, **Moved by** Martin L. Cousineau, **Seconded by** William Brandon, to approve the Housing Program Update as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **5. Report of the Director – August 2023 Status Report**

Derek Bradshaw stated that the Thompson Road water project is about 50% complete. The County has completed a Capital Improvement Plan. A firm was hired to evaluate all county buildings and determined that \$82 million in improvements will be needed over the next 9 years.

**Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** William Brandon, to approve the Report of the Director as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **B. Commissioner Comments**

There were no Commissioner Comments.

#### **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:04 a.m.

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