

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, September 13, 2022, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, September 13, 2022, 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, Domonique Clemons, Gloria Nealy, Jeffrey M. Peake, Lauren Coney, Meredith Davis, Mike LaPointe, Reggie Smith, Tyler Rossmassler, and William Brandon.

Absent: Cheryl Sclater.

Others Present: Michelle King, Jason Ball, Derek Bradshaw, Christine Durgan, Sheila Taylor, Cody Roblyer, Daniel Moulton, Joseph Russel, and Nichole Odette.

III. MINUTES

A. Minutes of the August 2, 2022 Regular Meeting

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Gloria Nealy, to approve the minutes of the August 2, 2022 regular meeting as presented.

Motion carried 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

Gloria Nealy provided Crossroads Village brochures to the Commissioners.

VI. COMMITTEE REPORTS

A. Election Committee

Reggie Smith stated that the Election Committee recommends re-electing all current GCMPC officers for another term by acclamation.

Reggie Smith asked Alan Himelhoch if he accepted the nomination to serve as Chairperson. Mr. Himelhoch accepted.

Reggie Smith asked Mike LaPointe if he accepted the nomination to serve as Vice Chairperson. Mr. LaPointe accepted.

Reggie Smith asked Gloria Nealy if she accepted the nomination to serve as Secretary. Ms. Nealy accepted.

Motion: Action: Accept, **Moved by** William Brandon, **Seconded by** Domonique Clemons, to accept 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.

(Documents on file with minutes)

B. Local Unit Committee

Derek Bradshaw explained that the Local Unit Committee discussed two items; options for holding 2023 Recycle Day events and the evaluation of the McDonald Dairy property as a potential site to build a permanent recycling facility. Challenges to holding the events are increasing contractor costs and Solid Waste Ordinance fees coming in slightly lower than projected. The Committee recommended that staff explore the costs for two options, either holding several smaller events or two large events next year. The former McDonald Dairy property is currently owned by the Land Bank and a Phase II Environmental Site Assessment is underway. County staff will work with an architect to develop a preliminary site plan. Other buildings to be located on the property besides the recycling facility are for Motor Pool, Building and Grounds, and a warehouse for GCCARD.

Motion: Action: Accept, **Moved by** Reggie Smith, **Seconded by** Jeffrey M. Peake, to accept the report of the Local Unit Committee.

Motion passed unanimously.

(Documents on file with minutes)

VII. NEW BUSINESS

A. MPR-07-22-04; City of Flushing Master Plan Update

Joseph Russel provided an overview of MPR-07-22-04; City of Flushing Master Plan Update. City of Flushing Clerk, Michelle King, and Jason Ball from Rowe Professional Services were present to answer questions. Discussion ensued.

Motion: Action: Approve, **Moved by** Mike LaPointe, **Seconded by** Gloria Nealy, to approve staff's recommendations regarding MPR-07-22-04; City of Flushing Master Plan Update.

Motion passed unanimously.

(Documents on file with minutes)

B. FOS-08-22-01; Forest Township, Kurt and Pauline Cobb – Application for Farmland Agreement

Chairperson Himelhoch stated that the five Applications for Farmland Agreements can be consolidated for review and voting.

Daniel Moulton provided an overview of the five Forest Township Applications for Farmland Agreements. Parcel #09-12-300-022 was formally owned by Pauline Cobb's brother and enrolled in P.A. 116.; however, the enrollment had expired prior to the transfer of ownership following his death in 2021. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Gloria Nealy, to approve staff recommendations regarding FOS-08-22-01, -02, -03 – Forest Township – Kurt and Pauline Cobb – Applications for Farmland Agreements, and FOS-08-22-04, -05 - Forest Township, Pauline Cobb – Applications for Farmland Agreements.

Motion carried unanimously.

(Documents on file with minutes)

C. FOS-08-22-02; Forest Township, Kurt and Pauline Cobb – Application for Farmland Agreement

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

D. FOS-08-22-03; Forest Township, Kurt and Pauline Cobb – Application for Farmland Agreement

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

E. FOS-08-22-04; Forest Township, Pauline Cobb – Application for Farmland Agreement

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

F. FOS-08-22-05; Forest Township, Pauline Cobb – Application for Farmland Agreement

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

G. Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Mass Transportation Authority (MTA)

Christine Durgan explained that MDOT requires this annual Agreement, which allows GCMPC to reimburse the MTA for their transit planning studies. The Agreement, in the amount of \$78,845, has been reviewed by Corporation Counsel.

Chairperson Himelhoch noted that he did not review the Agreement as an Attorney for the Planning Commission, but has reviewed it in connection with this motion.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to recommend approval of the Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Mass Transportation Authority (MTA) to the Genesee County Board of Commissioners, and to recommend approval for the Genesee County Board of Commissioners Chairperson Domonique Clemons to sign the Agreement.

Motion passed unanimously.

(Documents on file with minutes)

H. Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V)

Christine Durgan explained that the Agreement between GCMPC and GLS Region V allows GCMPC to be reimbursed for staff services. The Agreement has been reviewed by Corporation Counsel.

Chairperson Himelhoch noted that he has not reviewed the Agreement as the Attorney for the Planning Commission and explained that he is a member of the GLS Region V Planning and Development Commission and will abstain from voting on this item. Derek Bradshaw is the Fiscal Officer for the GLS Region V Planning and Development Commission.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Gloria Nealy, to recommend approval of the Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V) to the Genesee County Board of Commissioners, and to recommend approval for the Genesee County Board of Commissioners Chairperson Domonique Clemons to sign the Agreement.

Himelhoch abstained.

Motion carried.

(Documents on file with minutes)

I. Congestion Mitigation Air Quality (CMAQ) Funding Award (Rideshare)

Christine Durgan explained that MDOT provides annual funding for the Rideshare Program that covers staff time and promotional items to promote carpooling and vanpooling in the County. The Agreement, in the amount of \$50,000, has been reviewed by Corporation Counsel.

Chairperson Himelhoch noted that he has not reviewed the Agreement as the Attorney for the Planning Commission.

Motion: Action: Approve, **Moved by** Reggie Smith, **Seconded by** William Brandon, to recommend approval of the FY 2023 Rideshare contract to the Genesee County Board of Commissioners contingent on approval of the finalized contract language by staff and Corporation Counsel.

Motion carried unanimously.

(Documents on file with minutes)

J. FY 2022-2023 GCMPC Budget

Derek Bradshaw reviewed the FY 2022-2023 GCMPC budget. The largest expense in the budget is staff salaries and wages. Healthcare and retirement costs have increased. Final 4th quarter Solid Waste revenues are not in yet; if those revenues are lower than projected, that line-item will need to be adjusted. Just over \$273,000 has been set aside under the building maintenance and construction line-item for the recycling facility and a portion of the consultants line-item will be used to hire an architect. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Gloria Nealy, to approve the FY 2022-2023 GCMPC Budget.

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** Gloria Nealy, **Seconded by** Jeffrey M. Peake, to approve the August Contract, Vouchers and Bills for a total \$125,776.56 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** Gloria Nealy, 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, 2022.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Gloria Nealy, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

D. Budget Transfer Requests

Derek Bradshaw reviewed the Budget Transfer Requests.

Motion: Action: Approve, **Moved by** Gloria Nealy, **Seconded by** Mile LaPointe, to approve the Budget Transfer Requests as presented.

Motion passed unanimously.

(Documents on file with minutes)

E. Authorization for Year End Budget Adjustments

Derek Bradshaw reviewed the request for Authorization for Year End Budget Adjustments. Staff will research incorporating this authorization into the GCMPC Rules and Procedures/By-Laws.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to approve the Authorization for Year End Budget Adjustments.

Motion passed unanimously.

(Documents on file with minutes)

F. Recycling Facility Restricted Fund

Derek Bradshaw stated that staff is requesting approval to move the \$450,000 Solid Waste fund balance into a new restricted line-item. The restricted funding will be used for the construction of a recycling facility.

Motion: Action: Approve, **Moved by** William Brandon, **Seconded by** Reggie Smith, to approve the establishment of a Recycling Facility Restricted Fund.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – August 2022 Status Report

Christine Durgan stated that staff submitted a grant application under the Infrastructure Investment and Jobs Act last week. If approved, the \$515,000 grant would fund the creation of a safety action plan for Genesee County. A safety action plan must be in place to apply for safety-related funding opportunities.

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

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – August 2022 Status Report

Sheila Taylor stated that the last Recycle Day for the year was held on August 23rd. There were 550 appointments, but 632 vehicles were allowed to come through the event. Waste quantities collected have not been received from the contractor yet; however, nearly 83,000 pounds of waste was collected at the July event. A final count of 1,272 tires were collected at the tire event held on August 27th. An \$8,000 grant from EGLE covered the cost of this event and the previous one held in June, where 2,300 tires were collected. Staff is in the process of distributing FY 2023 waste hauler permits, which are a requirement of the Solid Waste Ordinance. Discussion ensued.

Motion: Action: Receive & File, **Moved by** Mile LaPointe, **Seconded by** William Brandon, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – August 2022 Status Report

Sheila Taylor explained that the 2022 Community Development Program Year began on May 1st, but the County has just received its funding allocation from HUD. Staff is in the process of scheduling appointments with the local units of government and agencies to sign contracts. Just under \$3 million dollars was received for CDBG, ESG, and HOME projects. Staff has completed monitoring all HOME-assisted rental units and is preparing to begin monitoring the Community Development Block Grant subrecipients.

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

Motion passed unanimously.

(Original on file with minutes)

4. Report of the Director – August 2022 Status Report

Derek Bradshaw stated that the ARPA funded projects are moving along, with some projects already completed. Daniel Moulton is the Planner overseeing the projects under the direction of Christine Durgan. The County will be issuing the Planning Commissioners a county email address. Discussion ensued.

Motion: Action: Receive & File, **Moved by** Reggie Smith, **Seconded by** Gloria Nealy, to receive and file 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 9:07 a.m.

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