

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, May 5, 2020, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, May 7, 2020, in a Zoom meeting conference call format due to Coronavirus concerns.

I. CALL TO ORDER

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

Chairperson Himelhoch explained that the meeting is being recorded through Zoom. The meeting is not locked and is open to the public.

II. ROLL CALL

Present: Alan Himelhoch, Alexander Isaac, Cheryl Sclater, David Martin, Jeffrey M. Peake, Gloria Nealy, Martin Cousineau, Mike LaPointe, Reggie Smith, and Ted Henry.

Absent: None.

Others Present: Caitlyn Habben, Kelli Webb, Derek Bradshaw, Christine Durgan, Sheila Taylor, Sharon Gregory, Julie Zinger, Jacob Maurer, Cody Roblyer, Katie Mehl, Zachary Sompels, and Nichole Odette.

III. MINUTES

A. Minutes of the March 3, 2020 Regular Meeting

Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Reggie Smith, to approve the minutes of the March 3, 2020 regular meeting as presented.

Peake – Abstained.

Motion passed.

(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

There were no Communications.

VI. COMMITTEE REPORTS

There were no Committee Reports.

VII. NEW BUSINESS

A. MPR-03-20-01; Flushing Charter Township Master Plan Update

Katelyn Mehl gave an overview of MPR-03-20-01; Flushing Charter Township Master Plan Update. Caitlyn Habben, of ROWE Professional Services, was in attendance to answer questions and provide additional information. Discussion ensued.

Motion: Action: Approve, **Moved by** Martin Cousineau, **Seconded by** Ted Henry, to approve the staff's recommendations regarding MPR-03-20-01; Flushing Charter Township Master Plan Update.

Motion passed.

(Documents on file with minutes)

B. FPR-04-20-02; GCCARD, 2020-2021 Continuation Early Head Start Expansion Grant

Zachary Sompels gave an overview of FPR-04-20-02; GCCARD, 2020-2021 Continuation Early Head Start Expansion Grant. Kelli Webb, GCCARD Head Start Director, was in attendance to answer questions and provide additional information. Discussion ensued.

Motion: Action: Endorse, **Moved by** Alexander Isaac, **Seconded by** Mike LaPointe, to endorse FPR-04-20-02; GCCARD, 2020-2021 Continuation Early Head Start Expansion Grant.

Motion passed unanimously.

(Documents on file with minutes)

C. Approval of the MDOT Master Agreement

Sharon Gregory explained that the current MDOT Agreement expires on September 30, 2020. The new Agreement has only minor changes from the current document and will be in place through September 30, 2023. Chairperson Himelhoch stated that he has not reviewed the document and gives no legal opinion, nor has he reviewed it as legal counsel.

Motion: Action: Approve, **Moved by** Ted Henry, **Seconded by** Cheryl Sclater, to approve the MDOT Master Agreement for recommendation to the Genesee County Board of Commissioners, as well as permission for Derek Bradshaw, GCMPC Director-Coordinator, to sign the Agreement.

Motion passed unanimously.

(Documents on file with minutes)

D. Approval of the Genesee: Our County, Our Future Plan

Christine Durgan explained that three public hearings for the Plan were cancelled due to Covid-19, however, a virtual public hearing was held on April 7th. No comments were received during the public comment period or during the public hearing. The Plan was approved by the Steering Committee on April 20th. Discussion ensued.

Motion: Action: Approve, **Moved by** Martin Cousineau, **Seconded by** Jeffrey M. Peake, to approve the *Genesee: Our County, Our Future Plan*.

Motion passed unanimously.

(Documents on file with minutes)

E. Public Participation Plan Amendment

Sheila Taylor explained that Genesee County will receive funding from HUD through the CARES Act to address the Coronavirus pandemic. Part of the requirements include updating our Public Participation Plan, which outlines how GCMPC provides the public

with information throughout our planning processes. The proposed amendment will allow for a 5-day public comment period when incorporating this funding into our Action Plan. The public comment period for the amendment began on May 4th and will end on May 8th, with a virtual public hearing scheduled from 3:00 p.m. to 4:00 p.m. on May 7th.

Motion: Action: Approve, **Moved by** Gloria Nealy, **Seconded by** Jeffrey M. Peake, to approve the amendment to the GCMPC Public Participation Plan.

Motion passed unanimously.

(Documents on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

Motion: Action: Approve, **Moved by** Ted Henry, **Seconded by** Gloria Nealy, to approve the May Contract, Vouchers and Bills for a total \$25,797.86 and to authorize the proper authorities to sign the checks, and to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

B. Commission Expenses and Per Diems

Action was taken on this item under Contract, Vouchers and Bills.

C. Financial Update

Derek Bradshaw reviewed the Financial Statements and Budget Transfer Request.

Motion: Action: Approve, **Moved by** Mike LaPointe, **Seconded by** Cheryl Sclater, to approve the Financial Update as presented and the Budget Transfer Request to increase Service Contracts by \$174,534 and decrease Consultants by \$174,534.

Motion passed unanimously.

(Documents on file with minutes)

D. Budget Transfer Request

Action was taken on this item under Financial Update.

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – April 2020 Status Report

Jacob Maurer reviewed the 3-C Transportation Planning Report.

2. Environmental Program Update – April 2020 Status Report

Sheila Taylor stated that the Saturday, June 20th Recycle Day event has been cancelled due to COVID-19. Unfortunately, the event cannot be re-scheduled for later this year, as ERG Environmental Services is heavily booked. The two Tuesday events to be held at Mott on Tuesday, July 21st and Tuesday, August 18th have not been cancelled at this time, however, staff is not advertising the dates yet.

Cody Roblyer gave an update on the Solid Waste Study. Resource Recycling Systems has provided staff with draft reports concerning the evaluation of the existing solid waste

infrastructure in Genesee County, the quantity of recyclable materials being recovered in relation to the amount needed to operate a MRF in the County, and designs for three types of permanent drop-off stations. Next steps include a survey for the public to give input on local recycling programs and holding another Stakeholder Meeting. Commissioner Henry stated that he would 100% support a physical drop-off location in the County. Discussion ensued.

3. Community Development Program – April 2020 Status Report

Sheila Taylor explained that in response to COVID-19, Genesee County will receive additional funding through the CARES Act. The \$1.8 million in CDBG funding and \$553,000 in ESG funding must be utilized to address the pandemic, with a 20% cap for administration. Staff is developing a survey that will be sent to the local units and various agencies to assess the needs in the community. Staff will use the survey responses, as well as guidance from HUD, to make recommendations on projects and then amend the Action Plan to include those projects.

HUD has recently changed NSP regulations so that Action Plans can be updated to change target areas, as markets have changed since the Program began in 2009. NSP program income can now be shifted to the CDBG Program, which will allow more flexibility to use those funds for housing activities. Staff is currently looking at target areas and will then submit a proposal to HUD.

Motion: Action: Receive and File, **Moved by** Jeffrey M. Peake, **Seconded by** Ted Henry, to receive and file the 3-C Transportation Planning Report, the Environmental Program Update, and Community Development Program Reports as presented.

Motion passed unanimously.

(Documents on file with minutes)

4. Director-Coordinator Report – April 2020 Status Report

Derek Bradshaw reviewed the Director-Coordinator Report.

Chris Durgan explained that staff is currently looking at procedures for re-opening the Home Improvement Program and will draft guidelines for homeowners and contractors. Discussion ensued.

Motion: Action: Receive and File, **Moved by** Ted Henry, **Seconded by** Gloria Nealy, 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 meetings and events.

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 9:26 a.m.

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