



# Southcentral Michigan Planning Council

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## Board Meeting Minutes

**MEETING DATE:** Tuesday, December 5, 2017  
**MEETING TIME:** 11:30 am  
**MEETING LOCATION:** W.E. Upjohn Institute  
300 S Westnedge Ave, Kalamazoo, MI

### 1. Call to Order

- a. The meeting was called to order at 11:36 am.

### 2. Member Present/Introductions

- a. Members present: Baker, Bomba, Carahaly, Frisbie, Hazelbaker, Kale, McGraw, Pangle, Woodin
  - i. All appointed members were present
- b. The member present introduced themselves for the benefit of the new member, Joe Woodin.

### 3. Members Excused

- a. None

### 4. Action: Approval of the Agenda

- a. Adams added an item to the agenda under 8b – KATS invoices.
- b. *Pangle made a motion to approve the amended agenda.*
  - i. *McGraw seconded the motion.*
  - ii. **The motion carried.**

### 5. Action: Approval of the Minutes

- a. *Baker made a motion to approve the minutes as presented.*
  - i. *Pangle seconded the motion.*
  - ii. **The motion carried.**

### 6. Citizen Comments

- a. None

### 7. Financial Report

- a. Adams presented a year-end financial report to the board.
  - i. The board discussed the report.
  - ii. SMPC ran a deficit in a couple of categories. The board wanted to move funds from its reserves to account for the short-fall.
  - iii. *McGraw made a motion to move funds from reserves held at PNC and LMCU to Upjohn Institute accounts to balance the shortfall for the year.*
    - 1) *Pangle seconded the motion.*
    - 2) **The motion carried.**

### 8. Transportation/KATS Items

- a. Monthly Report Presented in print prior to the meeting
- b. KATS staff was unable to attend the meeting due to a move to their office.
- c. Adams presented invoices from KATS for the month of September. The invoice needed action as they were the last invoices for the fiscal year; the end of year financial reports were due to the state on 12/8/17.
- d. The board discussed some of the work conducted during the year and how the invoices related to annual budgets.

i. Baker made a motion to approve the invoices from KATS totaling \$6,306.38.

1) Pangle seconded the motion.

2) **The motion carried.**

**9. Discussion/Action: SMPC sponsored workshop**

a. Adams noted that he would like the board to discuss and potentially decide on a topic for the 2018 educational workshop.

b. Adams reviewed the 2017 Brownfield workshop and made some suggestions for 2018 topics.

c. The board discussed a few potential topics.

i. The board felt that staff should look at the following topics

1) Technology/Internet Access

2) Alternative Energy

3) Workforce/Housing

**10. Discussion: Update from the SMPC Sponsored Retirement Account Committee**

a. The board felt that a closed session was most appropriate for the discussion.

i. Hazelbaker made a motion to enter closed session.

1) McGraw seconded the motion.

2) A roll call vote was conducted.

3) **The motion carried unanimously.**

ii. Baker made a motion to exit closed session.

1) Hazelbaker seconded the motion.

2) **The motion carried.**

**11. Discussion: Regional Prosperity Initiative**

a. Staff gave an update on the activities since the last month.

i. The group applied for continued funding in 2018.

1) The state should make a decision in January.

2) The application outlined a scope of work for the year. Basically, the group will select an area of focus and focus its resources on improving the conditions in that area of focus.

**12. Staff Report/Other:**

a. ~~Next Workshop~~

b. Albion Zoning

i. SMPC, in partnership with the Northeast Michigan Council of Governments and through the MEDC, is working with the City of Albion to update their parcel data.

c. Lockport Township

i. Staff is still working to update their master plan. Staff ran into a snag because the Township does not own their parcel data. Staff is creating a work-around.

d. Sherman Township

i. Sent a proposal to their planning commission for a master plan update

e. Florence Township

i. They contacted SMPC inquiring about master planning services

**13. Board Member Comments**

a. Carahaly noted that Kalamazoo County is wrapping up their master plan and will send out notices for review shortly.

b. McGraw let the board know that Kalamazoo County will look to appoint two new members to the SMPC Board at an upcoming meeting.

c. Pangle noted that St. Joseph County is looking into implementing a new millage for parks.

d. Hazelbaker noted that he survived the recent election

e. Bomba noted that Calhoun County is looking into proposed legislation that will alter how solid waste is processed in the state. The County will look to update its solid waste and recycling plan in light of this new legislation.

**14. Action: Adjournment**

- a. The meeting adjourned at 1:25 pm.

***Next Meeting:*** February 6 in Coldwater