



# Southcentral Michigan Planning Council

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## Board Meeting Minutes

**MEETING DATE:** Tuesday, February 6, 2018  
**MEETING TIME:** 11:30 am  
**MEETING LOCATION:** Coldwater Municipal Building, 2<sup>nd</sup> Floor Board Chambers  
One Grand Street, Coldwater, MI 49036

### 1. Call to Order

- a. The meeting was called to order at 11:33 am

### 2. Member Present/Introductions

- a. Baker (Vice Chair), Bomba, Carahaly (Chair), Farmer, Frisbie, Hazelbaker (Secretary), Kale, McGraw (Treasurer), Pangle, Reynolds, Woodin

### 3. Members Excused

- a. Frisbie

### 4. Action: Approval of the Agenda

- a. Hazelbaker made a motion to approve the agenda as presented.
  - i. Bomba seconded the motion.
  - ii. **The motion passed.**

### 5. Action: Approval of the Minutes

- a. 12-5-17 Minutes
- b. 12-29-17 Minutes
- c. Pangle made a motion to approve both sets of minutes as presented.
  - i. Baker seconded the motion.
  - ii. **The motion passed.**

### 6. Citizen Comments

- a. No comments made.

### 7. Financial Report

- a. Monthly Financial Report Presented at meeting
  - i. Staff led the board through the financial report. He gave an overview of the format for the new members.
    - 1) The new members had a few questions about the budget and the financial practices of the organization.
    - 2) The board had questions about the transfer of funds from savings.
  - ii. Pangle made a motion to accept the Financial Report.
    - 1) Baker seconded the motion.
    - 2) **The motion passed.**

### 8. Transportation/KATS Items

- a. Fred Nagler presented a report on the transportation activities conducted by KATS on behalf of SMPC.
  - i. The bulk of the work was focused on the Rural Task Force and Asset Management.
  - ii. Fred distributed asset management reports for each county in the region. Fred noted that the reports are also on the SMPC website.
  - iii. The board asked about the activities planned for February and the culvert inventory initiative.

### 9. Discussion/Action: Update from the SMPC Sponsored Retirement Account Committee

- a. The board reviewed an amended agreement with Rand Bowman. The board noted each of the changes from the previous agreement.
- b. McGraw made a motion to approve the agreement as presented.
  - i. Farmer seconded the motion.
  - ii. Multiple board member wanted clarification on the motion. It was determined that the motion was to approve the agreement as presented.
  - iii. The chair called for a vote.

**1) The motion carried with two members dissenting.**

**10. Action: Freedom of Information Act Policy**

- a. Adams led a discussion on the updates it proposed to the FOIA policy. The board discussed the updates to the policy.
- b. Kale made a motion to approve the amended FOIA policy.
  - i. Pangle seconded the motion.
  - ii. The board continued to discuss specific elements of the updated to the policy.
  - iii. **The motion carried.**

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

- a. Adams noted that he has engaged in planning for a regional talent summit. He stated that this summit could double as the annual SMPC educational workshop for 2018. Adams also proposed hosting an Open Meetings Act workshop in addition to the Talent Summit.
- b. The board discussed the need for each of the workshops. The board generally agreed with direction for the workshops. The board also noted that the Open Meetings Act session should focus some of its time on closed sessions.

**12. Discussion: Regional Prosperity Initiative**

- a. Adams noted that the Southwest Michigan Prosperity Committee issued a survey to help it select an area of focus for 2018. Adams also noted that Carahaly was elected the chair of that group.
- b. Carahaly noted that SMPC is heavily involved in the work and the board should become familiar with the work. All relevant materials are on the SMPC website under the "Regional Prosperity" tab.

**13. Discussion/Action: Financial Priorities**

- a. Adams wanted to know if the board would like to engage in a strategic planning process to help shape its priorities.
- b. One member suggested sending a survey to the local units of government to assess the needs of the local communities. Discussion ensued.
- c. Adams will send out the notes from the 2014 strategic planning session in preparation for a discussion in March.

**14. Staff Report/Other:**

- a. Albion Zoning
  - i. The project is moving forward and all parties are still happy.
- b. Lockport Township
  - i. Staff delivered a completed master plan draft for review by the Township.
- c. Sherman Township
  - i. The Township asked SMPC to help them update their master plan.

**15. Board Member Comments**

- a. Carahaly stated SMPC will host the Michigan Association of Regions annual meeting. Representative from other regions from around the state will come to Kalamazoo June 19-20.
- b. Baker mentioned that he is looking forward to SMPC updating the region's Comprehensive Economic Development Strategy. Adams noted that the plan is the complete that work towards the end of the year.
- c. McGraw congratulated the board on achieving full strength.

- d. Bomba noted that Calhoun County received a grant to purchase 65 acres of land near Albion. The property will serve as a trail hub for the two state-wide trails that traverse the area and the local trails in Albion. The property may also house a campground for those using the trails. The property may also be home to a partnership with Albion College and its equestrian program.
- e. Kale noted that he was elected chair of the Calhoun County Economic Development Corporation. He said that he was more than willing to hear any suggestions for the EDC.

**16. Action: Adjournment**

- a. Pangle made a motion to adjourn the meeting.
  - i. Baker seconded the motion.

***Next Meeting: March 6 in Centreville***