



# Southcentral Michigan Planning Council

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## Board Meeting Minutes

**MEETING DATE:** Tuesday, March 6, 2018  
**MEETING TIME:** 11:30 am  
**MEETING LOCATION:** St. Joseph County Administration Building, History Room (3<sup>rd</sup> Floor)  
125 W Main St., Centreville, MI 49032

### 1. Call to Order

- a. The meeting was called to order at 11:35 am.

### 2. Member Present/Introductions

- a. Carahaly (Chair), Hazelbaker (Secretary), Frisbie, Kale, Pangle, Reynolds

### 3. Members Excused

- a. Baker (Vice-Chair), McGraw (Treasurer), Bomba, Farmer, Woodin

### 4. Action: Approval of the Agenda

- a. Staff requested an addition to the agenda: EDA as item 12f.
- b. *Kale made a motion to approve the agenda as amended.*
  - i. Pangle seconded the motion.
  - ii. **The motion carried.**

### 5. Action: Approval of the Minutes

- a. *Frisbie made a motion to approve the amended minutes.*
  - i. Reynolds seconded the motion.
  - ii. **The motion carried.**

### 6. Citizen Comments

- a. None made.

### 7. Financial Report

- a. Adams presented the financial report as prepared by the Upjohn Institute.
- b. Adams noted that a check was received by Rand Bowman but the it is still pending.
- c. *Pagle made a motion to accept the financial report.*
  - i. Kale seconded the motion.
  - ii. **The motion carried.**

### 8. Transportation/KATS Items

- a. Monthly Report Presented at the meeting
  - i. Fred Nagler gave an update on the monthly activities of KATS on behalf of SMPC.
    - 1) The board had a few questions and a brief discussion ensued.
- b. Presentation by Steve Stepek regarding KATS work outside of the SMPC contract.
  - i. The Board had several questions during the presentation.

### 9. Discussion: Regional Prosperity Initiative

- a. This item was discussed immediately following the call to order since quorum was not achieved. Quorum was achieved during the discussion at 11:51 am.
- b. Adams led a discussion around the recent actions of the Southwest Michigan Prosperity Committee.
  - i. The group recently issued a survey of the local population to discover their attitudes regarding prosperity. Adams led a discussion of the survey and the implications of the results. The Prosperity Committee will look to choose one topic as its area of focus for the year.

- ii. The SMPC Board felt that it should lend its support to one of the topics.
  - 1) *Frisbie made a motion to support workforce training, internships, and apprenticeships as the Prosperity Committee's area of focus.*
    - a) Kale seconded the motion.
    - b) A brief discussion about the motion and the potential areas of focus ensued.
    - c) **The motion carried.**
- c. The group also discussed grant awards given out in 2017 and the recognized success of one specific programs (Momentum).

**10. Discussion/Action: Sherman Township**

- a. Adams presented a contract for master planning services provided to Sherman Township. The Board reviewed the contract and provided limited feedback. The Board asked about the cost of the service and how we made sure we do not violate the non-compete clause. Adams noted that the agreement states that the Township has not found a for-profit firm to conduct the work within its budget constraints.
- b. *Kale made a motion to approve and authorize the chair to sign the contract with Sherman Township.*
  - i. Kale seconded the motion.
  - ii. **The motion carried.**

**11. Discussion/Action: SMPC Priorities**

- a. Due to time constraints, this item was moved to the April meeting.

**12. Staff Report/Other:**

- a. Florence Township
  - i. Staff provided advice to the Township on updating their master plan. They may want SMPC to do the work on behalf of the Township.
- b. Nottawa Township
  - i. Adams met with the Township Supervisor and let him know that SMPC is willing to help if needed.
- c. Education Workshops
  - i. Adams noted that he is in talks with staff at the Michigan State University Extension Service to conduct the parliamentary procedure and Open Meetings Act education session. Adams requested that the Board authorize funds to cover the expenses related to hosting the workshop.
- d. *Pagle made a motion to authorize staff to spend up to \$350 to host the education workshop.*
  - i. Kale seconded the motion.
  - ii. **The motion carried.**
- e. April Meeting
  - i. The Board discussed if it should hold an April meeting. The Board has not held a meeting in April the past few years. The Board wanted to keep the meeting on the books and cancel it if attendance is projected to be low.
- f. Correspondence Received
  - i. Staff will now include all correspondence sent or received in the packet. The Board discussed to which correspondence staff should respond. The Board agreed that staff should respond to all planning (master and recreation) correspondence. The Board also wanted staff to create an inventory of master and recreation plan in the region.
- g. EDA
  - i. Adams noted that he will resubmit the application to EDA for Economic Development District status. Adams will have a more robust update at the April meeting.

**13. Board Member Comments**

- a. None made.

**14. Action: Adjournment**

- a. The meeting adjourned at 1:32 pm.