



TCRPC BOARD OF COMMISSIONERS MEETING MINUTES

April 25, 2018 (Wednesday) at 6:00 p.m.
Tri-County Regional Planning Commission

- I. **Call to Order – Pledge of Allegiance – Roll Call**
Ch/Draheim called the meeting to order at 6:00 p.m. Ch/Draheim welcomed our new commissioner from Ingham County Board of Commissioners, Dennis Louney, and thanked former commissioner Teri Banas for her service. C/Louney introduced himself and gave a brief introduction.
- II. **Approval of Agenda**
It was **MOVED** by C/Spadafore, **SUPPORTED** by C/Barnes, to approve the Agenda as printed. Ch/Draheim **MOVED** to amend the agenda so that item IX be moved to item VII, due to a conflict with an event. C/Brixie **SUPPORTED** the agenda amendment. **MOTION CARRIED UNANIMOUSLY**
- III. **Approval of Minutes of March 28, 2018**
It was **MOVED** by C/Austin, **SUPPORTED** by C/Brixie, to approve the meeting minutes from March 28, 2018 as printed.
- IV. **Opportunity for Public Comment**
Vercilla Hart, Rives Junction, provided an update on Rives Township's Draft Master Plan and the proposed powerplant. The Township Supervisor has decided to return the 184 acres that was proposed to be designated as industrial zone back to agricultural use. The Jackson County Planning Commission made a motion that the draft township masterplan did not meet the Jackson County Comprehensive Plan. She encouraged the Tri-County Regional Planning Commission to voice their concerns about the proposed powerplant.
- V. **Communications & Outreach**
There were no communications or outreach to report. Interim Director Snell stated communications are generally shared with commissioners via email.
- VI. **Interim Director's Report**
Interim Director Snell stated that he had included his report in the meeting materials for review. He asked that he be contacted with any questions or comments.
- VII. **Executive & Personnel Committee Report**
 - A. **Special Advisory Working Group Reports**
 1. **Programmatic Working Group**
C/Watkins reported that the group has met numerous times and stated they have been working on a mission statement, revised committee structure and modified organizational chart. At the next meeting, the working group will be developing recommendations that will go to the Board of Commissioners next month.
 2. **Bylaws & Operating Procedures Working Group**
Ch/Draheim reported that the scope was narrowed for amending the bylaws.

C/Watkins stated that the working group focused on Article II, Section 1. C. Interim Director Snell explained the request to amend Article I, Section 1, to clarify that the City of Lansing was added to Tri-County Regional Planning Commission's membership on September 25, 1974.

The recommended changes from the Bylaws & Operating Procedures Working Group are highlighted in yellow in the materials that were provided. The Executive Committee recommended a slightly different version than the working group had prepared and agreed that this would be the version provided to the Board of Commissioners for formal action. The proposed amendment alleviates pressure on the County Commissioner Boards with less than five seats to preserve their seats.

C/Eakin asked if the proposed amendment to the bylaws protected two seats for County Board of Commissioners if the membership agency has five seats. Interim Director Snell responded that it would depend on how the population is dispersed in the membership agency's area. Without reserving two seats for County Board of Commissioners who have five seats, C/Eakin stated he could not support the proposed amendment.

C/Jackson asked which county officials make the opt out decision to give seats to local townships. Following discussion, it was determined that since the County Board of Commissioners are the deciding body as to whom appoints members to the Tri-County Regional Planning Commission's Board of Commissioners, the three County Boards and the City of Lansing have the authority to make this decision.

a. Recommended Action 1

The Commission voted to adopt changes to the Tri-County Regional Planning Commission Bylaws as recommended by the Executive Committee.

It was MOVED by C/Swope, SUPPORTED by C/Spadafore, to adopt changes to the Tri-County Regional Planning Commission Bylaws as recommended by the Tri-County Regional Planning Commission Executive Committee. (Yes: C/Austin, C/Brixie, Ch/Draheim, C/Fletcher, C/Jackson, C/Jones, C/Louney, C/Maxwell, C/Pohl, C/Schafer, C/Sebolt, C/Spadafore, C/Stacey, C/Swope, C/Triplett, and C/Watkins. No: C/Barnes and C/Eakin.) MOTION CARRIED.

b. Recommended Action 2

Ch/Draheim stated that there was a second proposed action item at the written request of Clinton County Board of Commissioners.

C/Watkins stated that Clinton County's request is to address the point that two seats be reserved for County Commissioners on the TCRPC Board of Commissioners. With Clinton County's projected growth by the 2020 census, a local jurisdiction would qualify for TCRPC membership.

Clinton County requested that the Board of Commissioners consider changing Clinton County's membership from three to five members.

C/Brixie stated for clarification that the motion is a request not a recommendation.

It was MOVED by C/Stacey, SUPPORTED by C/Pohl, to consider Clinton County's request to have five members on the Tri-County Regional Planning Commission. (Yes: C/Austin, C/Barnes, C/Eakin, C/Jones, C/Maxwell, C/Pohl, C/Schafer, C/Stacey, and C/Watkins. No: C/Brixie, Ch/Draheim, C/Fletcher, C/Jackson, C/Louney, C/Sebolt, C/Spadafore, C/Swope, and C/Triplett.) MOTION FAILED.

Amendments to Bylaws require a majority vote of the Tri-County Regional Planning Commission's total membership.

3. Administrative & Executive Staff Functions Working Group
C/Swope reported that the working group issued an RFP and selected three firms to interview for the contract. One firm was unable to make it to the interview. Based on the presentation, the working group unanimously selected GovHR.

A proposed position description for the Executive Director is the next task for this working group. Please send comments to Greg Hoffman.

It was MOVED by C/Swope, SUPPORTED by C/Spadafore to approve a contract for GovHR USA for the Executive Director search. (Yes: C/Brixie, Ch/Draheim, C/Fletcher, C/Jackson, C/Jones, C/Louney, C/Pohl, C/Schafer, C/Sebolt, C/Spadafore, C/Swope, and C/Triplett. No: C/Austin, C/Barnes, C/Eakin, C/Maxwell, C/Stacey, and C/Watkins.) MOTION CARRIED.

VIII. Presentation

Alternative Design Concepts for the I-496 Study

Mike Davis, MDOT University Region, presented on the I-496 Study (I-96 to I-496/US 127 Interchange) including a project overview, roadway characteristics, known challenges, congestion, bringing the highway up to current design standards, and potential alternatives. MDOT also reviewed the next steps for this project to move forward. This project is not currently programmed in a Transportation Improvement Program (TIP). The target construction year is 2025. Construction estimates for the No-Build Alternative is \$95 million. Cost for the different alternatives that are being reviewed range from \$48 million to \$56 million.

There was a brief discussion and question and answer session.

Chair Draheim left at 6:42 p.m. Vice Chair Watkins assumed the role of chair for the remainder of the meeting.

IX. Standing Committee Reports

A. Finance Committee

1. March Financial Report

C/Eakin requested that the March 2018 Financial Report be received and placed on file.

C/Eakin reported that TCRPC dues will be divided by the 19 members (as stated by TCRPC's bylaws), not 18, but the MDOT dues will still be paid by planning funds. This means that member dues will decrease by approximately \$1000 per seat.

The Finance Committee asked that a breakdown of expenditures by General Fund (Membership Dues) and program expenditures be provided in separate columns on the financial reports on a quarterly schedule. The Finance Committee also requested a monthly expenditures report be provided to the committee.

It was MOVED by C/Eakin, SUPPORTED by C/Swope, that the March 2018 Financial Report be approved and placed on file. MOTION CARRIED UNANIMOUSLY.

B. Program & Grant Review Committee

1. Michigan Natural Resources Trust Fund Application Review

C/Swope stated the Program and Grant Review Committee met to review local grant applications for Michigan Natural Resources Trust Fund projects. The Committee recommended and endorsed all proposed projects. C/Swope also asked that the applications that came after the meeting be reviewed and submitted to the MDNR.

There was discussion on Tri-County Board of Commissioners' role in this process and if their review should continue in the future. Interim Director Snell stated that this something TCRPC had done in past to see if it met land use principles and may affect the scoring of the applicants. The Board of Commissioners can reevaluate their role in the future; there is not a statutory requirement.

It was MOVED by C/Swope, SUPPORTED by C/Spadafore, to endorse all the proposed projects for Michigan Natural Resources Trust Fund approval. MOTION CARRIED UNANIMOUSLY.

C. Transportation Review Committee

1. Memorandum of Understanding (MOU)

C/Fletcher reported that the committee met and the item before them for action is a Memorandum of Understanding between the Michigan Department of Transportation and our regional transit agencies.

It was MOVED by C/Fletcher, SUPPORTED by C/Pohl, to approve the Michigan Department of Transportation Memorandum of Understanding (MOU) with Tri-County Regional Planning Commission and its regional transit agencies. MOTION CARRIED UNANIMOUSLY.

X. Commissioner Reports

A. Ingham County Parks

C/Sebolt stated that Ingham County Parks had approved additional funding for bridge construction in Meridian Township and a study for a connector from Holt to Mason. There are private partners and lands that are willing to work with Ingham County. Interim Director Snell stated that Tri-County Regional Planning Commission has been asked to help coordinate a meeting regarding this project at the request of Ingham County.

XI. **Opportunity for Public Comment**

Mr. Adam Obanjoko, from the Michigan Veterans Affairs Agency, introduced himself and spoke of the work the agency is doing.

XII. **Other Business**

XIII. **Adjourn**

It was **MOVED** by C/Sebolt, **SUPPORTED** by C/Eakin, to adjourn the meeting at 6:53 p.m. **MOTION CARRIED UNANIMOUSLY.**

*The next meeting of the Board of Commissioners is scheduled for
May 23, 2018 at 6:00 p.m. at the TCRPC office.*

2018 TCRPC Commission Attendance

Commissioner	Representing	MEETING DATE												
		1/10	1/24	2/28	3/28	4/25	5/23	6/27	7/25	8/22	9/26	10/24	11/15	12/13
Brian T. Jackson	City of Lansing, Council	X	X	X		X								
Nathan Triplett*	City of Lansing, Capital Area Transportation Authority (CATA)	*	*	X		X								
Peter Spadafore	City of Lansing, Council	X		X	X	X								
Chris Swope	City of Lansing	X	X	X	X	X								
Jody Washington	City of Lansing, Council	X	X	X	X									
Dave Pohl	Clinton County Board of Commissioners	X	X	X	X	X								
Adam Stacey	Clinton County Board of Commissioners	X	X	X	X	X								
Gail Watkins	Clinton County Road Commission	X	X	X	X	X								
Kent Austin	Eaton County Board of Commissioners	X	X		X	X								
Christine Barnes	Eaton Area Transit Authority (EATRAN)	X	X	X	X	X								
Roger A. Eakin	Eaton County Board of Commissioners	X	X	X	X	X								
Kenneth Fletcher	Eaton County, Delta Charter Twp.	X	X	X	X	X								
Dorothy E. Maxwell	Eaton County Road Commission	X	X	X	X	X								
Dennis Louney***	Ingham County Road Department	X ***	X ***	X ***	X ***	X								
Julie Brixie	Ingham County, Meridian Charter Twp.	X	X	X	X	X								
Shanna Draheim	Ingham County, City of East Lansing	X	X	X	X	X								
Randy Schafer	Ingham County Board of Commissioners	**	X	X	X	X								
Ryan Sebolt	Ingham County Board of Commissioners	X	X	X	X	X								
Denise Jones	Michigan Department of Transportation (MDOT)	X	X	X	X	X								
TOTAL (19)		17	17	18	17	18								

Others in attendance

1/10/2018: Dr. Dwight Washington, Ericka Hartigan, Janet Arcuicci, TCRPC Staff: Linda Thomas-Boyd, Jim Snell, Greg Hoffman, Rachel Elsinga, Andrea Strach

**C/Schafer assumed his seat at the January 24th annual meeting.

1/24/2018: Rep. Tom Cochran, Jeanne Pearl-Wright, Bob Showers, Kam Washburn, Brian McGrain, Judi Brown Clarke, Dr. Dwight Washington, TCRPC Staff: Jim Snell, Greg Hoffman, Laura Tschirhart, Nicole Baumer, Ken Hall, Andrea Strach, Rachel Elsinga, Cliff Walls, Jeremy Orr, Linda Thomas-Boyd, Paul Dionne

2/28/2018: Kam Washburn, Ericka Hartigan, Janet Arcuicci, TCRPC Staff: Jim Snell, Greg Hoffman, Laura Tschirhart, Nicole Baumer, Ken Hall, Andrea Strach, Rachel Elsinga, Cliff Walls, Jeremy Orr, Linda Thomas-Boyd

*Nathan Triplett replaced Robin Lewis as Commissioner/CATA's representative

2018 TCRPC Commission Attendance Continued

3/28/2018: Ken Kaltenbach, The Corradino Group; Phil Kazmierski, The Mannik & Smith Group; Janet Arcuicci, Ericka Hartigan, CATA; Blake Mulder, Eaton County Board of Commissioners; Vercilla Hart, Citizens to Keep Rives Rural; TCRPC Staff: Jim Snell, Greg Hoffman, Laura Tschirhart, Nicole Baumer, Andrea Strach, Rachel Elsinga, Cliff Walls, Jeremy Orr

4/25/2018: Mike Davis, MDOT University Region; Ericka Hartigan, CATA; Vercilla Hart, Lillian Waller, Citizens to Keep Rives Rural; Adam Obanjoko, Michigan Veterans Affairs Agency; John Watkin, MDOT Statewide Planning; TCRPC Staff: Jim Snell, Greg Hoffman, Laura Tschirhart, Nicole Baumer, Andrea Strach, Cliff Walls, Jeremy Orr

***Dennis Louney replaced Teri Banas as Commissioner for Ingham County