



REGIONAL BOARD MEETING
January 23, 2017 - Muskegon County

I. CALL TO ORDER

The meeting was called to order at 10:00 AM by Chairperson Susie Hughes.

II. ROLL CALL

QUORUM: Yes

Commissioners Present:

Mason County – Charles Lange, Wally Taranko

Muskegon County - Kay Beecham, Ben Cross, Susie Hughes, David Kieft,
Bonnie McGlothin, Byron Turnquist, Rillastine Wilkins

Newaygo County – James Maike, Chris Ortwein, James Rynberg

Oceana County – James Brown, Dean Gustafson

WMSRDC Appointees – Joe Lenius, Chris McGuigan

West Shore Community College – Crystal Young

Muskegon Community College – Dale Nesbary

Commissioners Absent:

Lake County – No Appointment

Mason County – Michael Krauch

WMSRDC Appointees – Ron Steiner

Staff/Guests Present: Erin Kuhn, Susan Stine-Johnson, Syndi Copeland, Stephen Carlson
Dave Bee, Eric VanDop

III. APPROVAL OF AGENDA

Change in agenda to move the Officers Election to later in the meeting. Motion was made by Commissioner Kieft and supported by Commissioner Lenius to approve the agenda for the January 23, 2017 Commission meeting. Motion carried.

IV. APPROVAL OF MINUTES

Motion was made by Commissioner Lenius and supported by Commissioner Nesbary to approve the minutes of the November 21, 2016 Commission minutes and the December 19, 2016 Executive Officers' minutes. Motion carried.

V. PUBLIC COMMENTS – There were no comments

VI. HOST (Muskegon County) – Commissioner Wilkins mentioned that things are busy! Commissioner Hughes welcomed all and took a moment for board members to introduce themselves, as we have new board members.

VII. CHAIRPERSON'S REPORT – Chairperson Hughes

There is a conflict with the July meeting so we need to change it from July 17 to July 10, 2017. Syndi will send out a new meeting schedule.

Motion was made by Commissioner Kieft and supported by Commissioner McGlothin to approve Resolution 2017-3, EDA Planning Grant Local Match Commitment. Motion carried.

Susie Hughes stated it has been her privilege to serve as Chairperson and a pleasure to see all that has happened as well.

VIII. 2016 AUDIT REPORT (Brickley DeLong) – INFORMATION

The audit was presented by Eric VanDop, and WMSRDC was given a clear audit.

IX. EXECUTIVE DIRECTOR’S REPORT

Erin Kuhn highlighted the upcoming meeting with the local transit providers from the 13-county RPI Region 4 area. This is a follow up to the Governors Transit Mobility Study.

WMSRDC has been working with Ottawa County and MDOT regarding M231 Bypass Phase II.

The next step for the West Michigan Pike, the State’s newest designated Pure Michigan Byway, is to develop a Corridor Management Plan. WMSRDC is coordinating with the West Michigan Beach Town Association and the Muskegon County Convention and Visitor Bureau on an RFP to hire a consultant to assist with the plan development.

WMSRDC continues working with our four rural counties on the USDA LEAD process. The LEAD Group has developed three subcommittees – a tourism and recreation subcommittee, a broadband subcommittee and a workforce development subcommittee. Staff members will be representing WMSRDC on each one of these subcommittees.

WMSRDC staff has been busy writing numerous state and federal grants during the first part of the year. The environmental program has submitted about six grant applications some of which were in coordination with regional environmental partners. WMSRDC also worked in partnership with the Region 6 Homeland Security Planning Board to apply to FEMA under their Complex Terrorist Grant Program. This is a \$750,000 grant which will be administered by WMSRDC. Grant awards for all of the applications are expected to be announced during the spring and early summer.

Erin stated that WMSRDC has started the process of interviewing for the Finance Manager position. There were 16 applicants and 5 candidates interviewed for this position.

Stephen Carlson presented the CEDS SWOT analysis and used the “clickers” to show how the voting worked in the various counties. Syndi will include the link for the SWOT analysis with the meeting schedule email.

X. FEDERAL PROJECT REVIEW SYSTEM - INFORMATION

There was one (1) FPRS application processed, 2017-01

XI. REGIONAL PLANNING COMMISSION COLLABORATIVE EFFORT

Erin stated that the alliance has been pretty quiet. Both Dave and Erin have been busy working on various projects. Dave passed out a sheet of information which he gives his board. He briefly highlighted several projects they are working on.

XII. FINANCIAL STATEMENTS – Susan Stine-Johnson, Finance Manager, gave an overview of the following attachments.

- A. WMSRDC Monthly Financial Reports - (Attachment XI-A)
- B. HSGP Monthly Financial Reports - (Attachment XI-B)

Motion was made by Commissioner Maike and supported by Commissioner Turnquist to approve the WMSRDC and HSGP Financial Statements. Motion carried.

- C. WMSRDC Schedule of Accounts Receivable – (Attachment XI-C)

- D. HSGP Schedule of Accounts Payable – (Attachments XI-D)
- E. Cash Disbursements – (Attachment XI-E)

XIII. ELECTION OF OFFICERS

Chairperson - Commissioner Hughes nominated Commissioner Rynberg, and Commissioner Lenius supported the nomination of Commissioner Rynberg as Chairperson. Motion carried. Commissioner Rynberg accepted the nomination for Chairperson.

Vice-Chairperson - Commissioner Rynberg nominated Commissioner Taranko, and Commissioner Hughes supported the nomination of Commissioner Taranko as Vice-Chairperson. Motion to close was given by Commissioner Rynberg and supported by Commissioner Hughes. Motion carried. Commissioner Taranko accepted the nomination for Vice-Chairperson.

Secretary - Commissioner Hughes nominated Commissioner McGlothin, and Commissioner Wilkins supported the nomination for Commissioner McGlothin as Secretary. Motion to close was given by Commissioner Rynberg and supported by Commissioner Ortwein. Motion carried. Commissioner McGlothin accepted the nomination for Secretary.

XIV. NEW BUSINESS

Joe Lenius stated it would now be Commissioner Rynberg, Commissioner Hughes and Executive Director Kuhn meeting with Region 8 as part of the Regional Planning Commission collaborative effort.

XV. ROUND TABLE

Commissioner Wilkins welcomed the new Chairperson of Muskegon County. Commissioner Maike congratulated Commissioner Rynberg.

XVI. PUBLIC COMMENT-WMSRDC PROGRAMS - There were no public comments.

XVII. ADJOURNMENT

Motion was made by Commissioner Kieft and supported by Commissioner Ortwein to adjourn at 11:15 PM. Motion carried.

NEXT MEETING: March 20, 2017 – Mason County



James Rynberg, Chairperson



Erin Kuhn, Executive Director

3-20-17
Date

3-20-17
Date