



January 25, 2021
10:00 AM – Zoom

I. **CALL TO ORDER** – 10:01 AM by Chairperson Bonnie McGlothlin

II. **ROLL CALL QUORUM: Yes**

Commissioners Present:

Mason County: Kathy Winczewski, Lewis Squires
Muskegon County: Kay Beecham, Jennifer Hodges, Bonnie McGlothlin
Newaygo County: Bryan Kolk, James Maike, James Rynberg
Oceana County: Ron Christians, Phil Morse
WMSRDC Appointees: Rich Houtteman, James Kelly, Andrea Large
Muskegon CC: Dale Nesbary
West Shore CC: Crystal Young

Commissioners Absent:

Lake County: Len Todd
Mason County: Ron Bacon
Muskegon County: Marcia Hovey-Wright, Ken Johnson, Bob Scolnik, Rillastine Wilkins

Staff/Guests Present: Erin Kuhn, Amanda Snyder, Syndi Copeland, Brickley DeLong,

III. **APPROVAL OF AGENDA**

Motion was made by Commissioner Maike and supported by Commissioner Hodges to approve the agenda for the January 25, 2021 Commission meeting. Motion carried.

IV. **APPROVAL OF MINUTES**

Motion was made by Commissioner Rynberg and supported by Commissioner Nesbary to approve the November 23, 2020 Commission meeting minutes. Motion carried.

The December 21, 2020, Executive Officer's meeting was cancelled due to technical difficulties.

V. **PUBLIC COMMENT – AGENDA ITEMS**

There was no public comment.

VI. **AUDIT PRESENTATION – BRICKLEY DELONG**

Erin welcomed the auditor's from Brickley DeLong, Eric VanDop and Jenni Wheeler. The audit was sent out this morning by email for presentation.

Jenni mentioned that this was the first audit done virtually. All was done smoothly. This was an outstanding and very clean audit, the highest level of clearance that can be given.

A roll call vote was made unanimously approved. Motion was made by Commissioner Nesbary and supported by Commissioner Houtteman to approve the FY2020 Audit. Motion carried.

VII. CHAIRPERSON'S REPORT

Commissioner McGlothlin has nothing to report.

VIII. EXECUTIVE DIRECTOR'S REPORT

A. Conflict of Interest / Code of Ethics Policy – All Commissioners need to sign and email to Syndi or mail to WMSRDC.

Transportation – A draft RFP was developed for the West Michigan Regional Transit Systems Governance and Organization Transition Study and sent to the Michigan Department of Transportation (MDOT) for approval. Once approved by MDOT, the RFP can be issued.

Economic Development – EDA grant applications have been submitted for projects by the Newaygo County Regional Education Service Agency (NCRESA) and the City of Muskegon. We hope to hear word on their approval soon.

WMSRDC staff held a meeting with the City of White Cloud and the Economic Development Administration to discuss the City's draft application for infrastructure improvements to their industrial park. Stephen is currently working on these projects to be submitted soon.

Environmental – Significant work was completed on the Lower Muskegon River, Amoco, and MERES project. These projects have all been put on hold due to the winter season and work will resume in the spring.

WMSRDC staff successfully concluded three environmental projects as of December 31, 2020. Kathy Evans is working on the development stages of new projects.

Other – Stephen sent out a survey to Ludington and Pere Marquette Township for the Shoreline Land Use and Resiliency Plan and was pleased to receive about 100 responses.

Michigan Infrastructure Council Asset Management Self-Assessment – WMSRDC region saw 50% participation in completion of the assessment. We have until the end of June to receive additional assessments. WMSRDC staff is available to assist with the assessments.

Michigan Infrastructure Council Project Data Portal is scheduled to be launched in February.

Erin asked the Commissioners to contact Syndi if any information needed to be changed in the directory. With so many new commissioners, she will have a "welcome aboard" Teams meeting with new board members.

Commissioner Maike asked if the NCRESA grant is still moving forward. Erin replied that she is expecting to hear word on the grant very soon.

Phil Morse asked for a thirty second version of NOAA, and Erin gave a brief overview of the Environmental program.

IX. FINANCIAL STATEMENTS

Amanda presented the December 2020 financials. Commissioner Maike asked about the Gusto fee. Amanda replied that Gusto is our payroll software.

Motion was made by Commissioner Beecham and supported by Commissioner Large to accept the December 2020 financials. Motion carried.

X. ELECTION OF OFFICERS

Commissioner Nesbary nominated Commissioner McGlothlin as Chairperson, and Commissioner Rynberg supported. Bonnie accepted the nomination. Motion carried.

Commissioner McGlothlin nominated Commissioner Nesbary as Vice Chairperson, and Commissioner Rynberg supported. Commissioner Nesbary accepted the nomination. Motion carried.

Commissioner Maike nominated himself as Board Secretary, and Commissioner Hodges supported. Commissioner Maike accepted the nomination. Motion carried.

XI. NEW BUSINESS

- Erin commented about the proposed new federal stimulus package at \$1.9 billion. WMSRDC is keeping close watch on the package. EDA is slated to receive \$3 billion.
- Rich Houtteman asked if there were communities that wanted funding and just did not get their information in on time. Erin stated that several projects were not ready to move forward at that time.

XII. ROUND TABLE

The Commissioners introduced themselves to each other as we have so many new Commissioners on our Board. The new members are Ron Bacon, Mason County; Ron Christians, Oceana County; Bryan Kolk, Newaygo County; Phil Morse, Oceana County; Lewis Squires, Mason County; Kathy Winczewski, City of Ludington; Kim Cyr, Muskegon County. WMSRDC still awaits news of one other possible new Board member.

XIII. ADJOURNMENT

Motion was made by Commissioner Hodges and supported by Commissioner Large to adjourn at 11:02 AM. Motion carried.

NEXT MEETING: March 22, 2021 – Teams or Mason County


Bonnie McGlothlin, Chairperson

3-22-2021
Date


Erin Kuhn, Executive Director

3-22-2021
Date