



January 24, 2022
10:00 AM
Muskegon County

I. CALL TO ORDER – 10:04 AM by Chairperson Bonnie McGlothlin

II. ROLL CALL QUORUM: Yes

Commissioners Present

Mason County: Kathy Winczewski
Muskegon County: Kim Cyr, Jennifer Hodges, Marcia Hovey-Wright,
Bonnie McGlothlin
Newaygo County: Bryan Kolk, James Maike
Oceana County: Ron Christians, Phil Morse
Muskegon CC: Dale Nesbary
WMSRDC Appointees: Rich Houtteman, James Kelly

Commissioners Absent

Lake County: Len Todd
Mason County: Ron Bacon, Lewis Squires
Muskegon County: Ken Johnson, Roger Morgenstern, Rillastine Wilkins
Newaygo County: James Rynberg
West Shore CC: Crystal Young
WMSRDC Appointees: Andrea Large

Staff/Guests Present: Erin Kuhn, Amanda Snyder, Jamie Way
Eric VanDop

III. APPROVAL OF AGENDA

Motion was made by Commissioner Kolk and supported by Commissioner Nesbary to approve the agenda for the January 24, 2022. Motion carried.

IV. APPROVAL OF MINUTES

Motion was made by Commissioner Maike (with approved changes) and supported by Commissioner Todd to approve the Commission meeting minutes of November 22, 2021. Motion carried.

The December 14, 2021, executive officer's meeting minutes are attached for information.

V. PUBLIC COMMENT – AGENDA ITEMS

There were no public comments.

VI. AUDIT PRESENTATION

Erin welcomed the auditor from Brickley DeLong, Eric VanDop. Mr. VanDop gave WMSRDC an unmodified opinion, sometimes called a clean opinion, which is the highest opinion that can be given for an audit.

Erin and the board highly praised Amanda Snyder for her work at the Commission and for the clean audit.

Motion was made by Commissioner Hovey-Wright and supported by Commissioner Houtteman to approve the FY2021 Audit. Motion carried.

VII. CHAIRPERSON'S REPORT

Commissioner McGlothin thanked for board for their attendance despite the winter weather.

VIII. EXECUTIVE DIRECTOR'S REPORT

A. Conflict of Interest / Code of Ethics Policy

Erin asked all to sign the form and return it to Jamie Way.

B. Current Board Member Directory

The board directory will be sent out via email once Syndi returns to the office.

Transportation – Staff received the draft interim report from SRF regarding their work to date and recommendations for the Transit Governance Study. SRF presented the report to the Transportation Policy committee during their regularly scheduled meeting on January 19th. This will now go out to the public. WMSRDC will present at the county board work session on Tuesday.

Economic Development – The Build Back Better Regional Challenge grant to the Economic Development Administration for the West Michigan Agricultural Technologies and Regional Foods Systems Initiative was not selected for funding. However, staff is working with coalition members to set up a meeting to determine next steps for the initiative. There was one successful grant application out of the state of Michigan and that was southeast Michigan, around the auto industry. WMSRDC would have had a hard time competing against the auto industry.

Surveys for the Pandemic Response and Recovery Plan concluded in November. Approximately 500 surveys were collected. WMSRDC staff have been in the process of analyzing the responses and will be presenting information to the CEDS committee at their meeting on January 28th. Stephen will be share at detailed presentation at the March board meeting.

WMSRDC hired an intern to assist with the development of the Pandemic Response and Recover Plan. Robert Johnson started on December 1 and is a student at Grand Valley State University.

Environmental – Kathy Evans is officially retired as of December 31, 2021. From what we see on Facebook, she is thoroughly enjoying her time. Fallon Chabala has just stepped right in. She is in the middle of contracting for the Year 2 of our NOAA Regional Partnership. WMSRDC has a meeting this week to discuss Year 3 funding and projects.

Last week Erin reached out to get back on track with the National Estuary Research Reserve (NERS). This is a federal designation where we partner with the state of Michigan.

Other Activities – Stephen Carlson continues work on the Hazard Mitigation plans for the counties of Lake, Mason, and Oceana. The project is expected to be completed in 2023. WMSRDC has yet to receive funds for invoices sent back in the fall of 2021.

The Michigan Infrastructure Council (MIC) will be hosting a virtual AM Champions Mini-Conference on March 22-23. The conference is for graduates from the 2021 AM Champions program. There will also be another AM Champion program offered this April. New people can be nominated to participate. I continue to chair the MIC AM Champion subcommittee.

IX. FINANCIAL STATEMENTS – ACTION ITEM

Amanda gave an overview of the financials for the months of October (preliminary because of the audit) through December 2021. Discussion ensued regarding payment for Hazard Mitigation from Michigan State Police.

Motion was made by Commissioner Maike and supported by Commissioner Nesbary to approve the October and December 2021 financials. Motion carried.

Amanda discussed the Hinman lease negotiation and stated that the costs went from \$17.25/per square foot to \$14.25/per square foot, beginning July 1, 2022. This will escalate 3% for five years.

X. NEW BUSINESS

There was no new business.

XI. PUBLIC COMMENTS – WMSRDC PROGRAMS

There were no comments on WMSRDC programs.

XII. ROUND TABLE

- Commissioner Christians – Oceana County is progressing with the Crystal Valley dam project. EGLE will likely recommend the removal of the dam after a study is completed. The seven property owners by the dam are all on board with the overall process. There is a future project possible around Pentwater Lake. Dr. Bob Sobie, Administrator, will be retiring in May.
- Commissioner Houtteman – The Greater Muskegon Economic Development is in the process of looking for a new executive director. A question was submitted regarding a redistricting presentation at the May meeting.
- Commissioner Hovey-Wright – The Nugent Sands property will be open to the public in mid-March 2022.
- Commissioner Kelly – The Food Ag Manufacturing Facility on the campus of MCC is working with the contract, and the support of the Community Foundation, to make some corrections to the facility designs.
- Commissioner Kolk – A contract change has been facilitated with The Right Place to get some more dedicated services in Newaygo County. There is a new executive director at the Fremont Area Community Foundation, and they continue to partner with us in recycling.
- Commissioner Maike – Newaygo County has been a little shy about spending ARPA funds. The updates that came out two weeks ago have made it a bit simpler to engage in spending some smaller funds. They are still looking for ways to spend larger amounts. Erin will send the link from the U.S. Treasury to give more information.

- Commissioner Nesbary – Wanted to show appreciation to the Consumers Energy Foundation for a \$238,200 grant to support the STEM programs on campus.
- Commissioner Winczewski – WMSRDC is helping the City of Ludington with Washington Avenue this summer. The city is looking to do a charter revision which goes before the voters in May. Nine individuals are needed on the commission, but only four people took out and returned petitions. A new elementary school has been created for K-5 and the playground equipment from the three empty schools is being donated to the City of Ludington.

XIII. PUBLIC COMMENTS – WMSRDC PROGRAMS

There was no public in attendance.

XIV. ADJOURNMENT

Motion was made by Commissioner Houtteman and supported by Commissioner Hodges to adjourn at 11:07 AM. Motion carried.

NEXT MEETING: **March 28, 2022** – WMSRDC Conference Room


Bonnie McGlothlin, Chairperson


Erin Kuhn, Executive Director

3/28/2022
Date

3-28-2022
Date