Members Present:
Dean Reid, Mackinac Co.
Diane Patrick, Mackinac Co.
Jim Durm, Moran Twp. – Mackinac Co.
Jill Maki, Luce Co.
Mike Herbst, Luce Co.
Eric Becks, LSSU - Chippewa Co.
Kristen Claus, SSM – Chippewa Co.
Jim Hill, Mackinac Co.
Dick Timmer, Workforce Dev., Chippewa Co.
Don McLean, Chippewa Co.

Guests:
Randy Tallon, SSM Ontario EDC
Sue Bowlby, Anderson, Tackman & Co.

Staff:
Jeff Hagan
Ellen Benoit
Nathan Fazer

CALL TO ORDER
Meeting was called to order at 12:05 p.m., by Vice Chairman Hill.

AGENDA APPROVAL
Vice Chairman Hill asked if there were any changes to the agenda. Director Hagan asked to add sub-contract approvals under the Director’s Report.
D. Timmer moved to accept the agenda as amended, supported by D. Reid, motion carried unanimously.

MINUTES OF THE LAST MEETING
D. Reid noticed the dates of the Executive Committee were off by 1 week. It was noted to change the dates as listed for the Executive Committee Meetings from the 1st Wednesday to the 2nd Wednesday. A motion to accept the minutes as amended was made by D. Timmer and seconded by E. Becks. The motion passed unanimously.

FINANCIAL REPORT -
Sue Bowlby gave her report on the audit of the 2011 Financial Statements. EUPRP&DC was given a clean opinion that the numbers as presented in the report truly reflect the facts of the financial standing of the company. Ms. Bowlby answered the questions asked by the Board members.

Vice Chairman Hill accepted a motion made by D. Timmer to approve the audit report. The motion was supported by J. Durm and was passed unanimously.

E. Benoit delivered the Financial Report to the Board for the 1st quarter of the 2012 fiscal year, which began October 1, 2011. Two reports were presented, one breaks down each of the funding programs from their start date to the end of the 1st quarter showing the percent of time and expenses. The second financial report shows the financial position for all programs over the Fiscal Year October 1, 2011 through December 31, 2011.
Vice Chairman Hill accepted a motion made by D. Timmer to approve the financial report as presented. The motion was supported by D. Reid. The motion carried unanimously.

**DIRECTOR’S REPORT**

Director Hagan presented the following information regarding sub-contracts that EUPRP&DC will need to enter into for the Little Rapids NOAA Cooperative Grant:

**SUB-CONTRACT APPROVALS**

A total of five sub-contracts require board approval at this time.

The first four are related to the NOAA GLRI Cooperative Grant for the Engineering Design Project at the Little Rapids on the St. Marys River. The grant in the amount of $347,568 was awarded in August and we are now in the process of selecting vendors to perform the various components of work on the project, the subcontracts are associated with this project, one has already been approved by NOAA, the following require board approval in order for us to move forward on the project:

Subcontract #1: Hydraulic Flow Modeling – URS Corporation, fixed fee contract not to exceed $112,568. Motion to approve made by D. Timmer, supported by E. Becks

Subcontract #2: Environmental Assessment – vendor to be selected, RFP is out right now; vendor selection will take place on February 9th, fixed fee contract not to exceed $20,000. Motion to approve made by D. Timmer, supported by J. Durm

Subcontract #3: Engineering Design work – vendor yet to be selected, the RFP for this subcontract will be issued by mid-February, vendor selection will occur in late February or early March. Fixed fee contract not to exceed $150,000. Motion to approve made by J. Durm, supported by K. Claus

Subcontract #4: Monitoring – Lake Superior State University’s Aquatic Research Lab will be contracted to perform the monitoring on this project, this monitoring plan will identify specific physical and biological parameters of the Little Rapids restoration area before, during and post-construction. Fixed fee contract not to exceed $28,000. Motion to approve made by M. Herbst, supported by D. Timmer

The last contract approval is for a sub-contract with Common Ground Community Solutions, who will assist in the re-write of the Portage Township Zoning Ordinance; the sub-contract is in the amount not to exceed $9,800 over an 18-month period, ending on 6/30/13. Motion to approve made by E. Becks, supported by D. Timmer.

Each motion was passed by an unanimous vote.

**REGIONAL COMMISSION NEWS**

Commission has added a new part-time staff person in the GIS/Planning Tech position, primarily focusing on the CZM project for now, transitioning into other projects when that winds down this summer.

**EDA ECONOMIC DEVELOPMENT DISTRICT**

A presentation on the Regional Growth Strategy will be given at the upcoming Chippewa County EDC board meeting in February. Due to numerous project obligations we currently have underway getting out and presenting on the report has been difficult, staff is looking into other ways to get the information out, such as local/regional events.
Staff provided assistance to the Mackinac County Planning Commission on demographic data needed for the development of a job posting and background information for the Economic Development/Community Development office they are considering.

Staff provided demographic information and a letter of consistency with the CEDS for the Village of Newberry water system project.

Staff continues to maintain involvement in the Kinross Cellulosic Ethanol Project (Formerly Mascoma/Frontier). Under a previous contract with the MEDC the Commission provided technical assistance on this project and will continue to do so now, even without a contract, at the request of the County/EDC. Commission staff developed and submitted the Section 106 review to SHPO and received clearance in November, and then proceeded to compile information provided by AECOM, Frontier and our own resources to draft an environmental review record for the project, for the specific purposes of the CDBG funded component of this project, the ERR was submitted with a finding of no significant impact. A complete environmental assessment was submitted by Frontier, completed by AECOM to the Dept. of Energy in the process of their loan guarantee applications. The Sierra Club has sued Frontier to halt the project until a full Environmental Impact Statement can be compiled. The CDBG portion of the funding is on hold until the lawsuit is either resolved. Due to potential liability associated with the CDBG program and the job creation requirements, the County Board will be re-visiting this matter at an upcoming meeting.

The Commission will be working with the Sault Area Chamber, SSM EDC and other local partners to put on the 2nd Annual Economic Luncheon, this year it will be called the “State of the Region” luncheon and feature a variety of speakers, looking at April again for the event, all board members are encouraged to attend.

The SSM EDC received final approval in early January from the EDA to begin the SmartZone Breeder Building Construction and EDC renovations.

In March the Executive Director has been requested to conduct a peer review of the Central UP Planning and Development office’s EDD Planning Grant, EDA now requires that a current Peer Review be on file prior to the renewal of your 3 Year Planning Grant, so we can anticipate that sometime during 2012 or very early in 2013 we will be undergoing a peer review.

**BOARD APPOINTMENTS**
Discussion took place on current vacancy for the City of St. Ignace, elevation of City of Sault Ste. Marie alternate representative to full board rep, and new EDA regulations that will become effective on 7/1/12 that eliminate the percentage threshold for chambers of commerce, higher education, workforce development and private sector.

**LEGISLATION OF NOTE:**
The Regional Councils Act is still floating around out there but has not garnered any significant support; the Michigan Association of Regions is currently attempting to re-draft PA 281 as that seemed to have the most support from the Regional Planning Commissions.

**NEW BUSINESS**
There was some discussion on Mackinac County’s progress regarding economic development and benefits of the creation of an EDC. It was moved to have Director Hagan write a letter of support on behalf of EUPRP&DC encouraging the County to pursue efforts for an EDC in Mackinac County by M. Herbst. K. Claus supported the motion and it was approved unanimously.

Discussion was held regarding the meeting time and conflicts for a few members who are also on the CLM Community Action Board. After discussion it was decided and agreed upon to move the remainder of the Board meetings for 2012 to 9 AM time to eliminate the conflict. This applies to the April 25, July 25, and October 24.
D. McLean wondered about the next steps required for the GIS initiative and expressed the desire to have some kind of strategy plan worked out detailing tasks to be performed, a timeline and budget to be submitted to Chippewa and Mackinac County Board of Commissioners.

R. Tallon, SSM ONT, EDC suggested contacting the Innovation Center on the other side of the river, as they have a similar strategic plan that may provide some ideas for us. N. Fazer talked about his recent presentation to the Mackinac Co. Board regarding this subject.

OLD BUSINESS
D. McLean wondered about the reason CDBG cancelled our technical assistance funding. D. Hagan explained that the TA program was not renewed due to funding cuts within the CDBG program at the backlog of projects not funded from previous years.

PUBLIC COMMENTS
R. Tallon told the Board of Commissioners the planning that is now in process of creating a Sister City agreement between Sault Ste. Marie, Michigan and Sault Ste. Marie, Ontario. It would be the first of its kind between two border cities and they hope to have a big celebration and have invited leaders of both cities, state/province and countries to be a part of this celebration.

ADJOURNMENT
Motion made by D.Reid to adjourn the meeting, supported by E. Becks. Meeting adjourned at 2:10 PM.