



EASTERN U.P. REGIONAL PLANNING &  
DEVELOPMENT COMMISSION

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**Eastern U.P. Regional Planning & Development Commission  
Executive Committee Meeting  
Wednesday, December 17, 2015 – 10:00 AM  
Sault Service Center – 1118 E. Easterday Ave., SSM, MI 49783**

**Minutes**

1. Call to order  
Meeting called to order by Secretary D. Reid at 10:06 a.m. with a quorum present.
2. Approval of Agenda  
Motion to approve by Holt, supported by Timmer. Unanimously approval.
3. Public Comment  
None present
4. Financial Report
  - a. Clark Township – master plan section
  - b. CZM GIS 2016 project
  - c. Other projects – SSM Waterfront Redevelopment Project
5. Regional Prosperity Grant update
  - a. 2015 Grant Progress  
HD Video sites were discussed, Naubinway site equipment is down, and discussion ensued on rectifying the situation there.
  - b. 2016 Grant Application  
Priority projects that were submitted for consideration were discussed by the Committee.
6. New Business
  - a. Internal Control Policy Draft **(For review only)**
  - b. Staffing
    - i. Promotion of planning intern **(ACTION)**  
Motion by Timmer, supported by Holt, unanimous approval.  
Waive 90 day probationary period.
    - ii. Salary evaluation for 2016 **(ACTION)**  
Approved step increase for Economic Dev. Specialist  
2.0% increase for CEO, Program Manager, GIS Tech.  
Motion by Timmer, supported by Holt, unanimous approval.  
Alicia Williams will be taking a course on CSS/Coding at LSSU during the spring semester, approved by the Director, just for Committee FYI.  
Performance incentive for full time/full year staff of \$1,000, \$700 for full time/part year staff and \$350 for part time staff.
  - c. Addendum to current MOU with Michigan Works! **(ACTION)**

Consensus to move ahead with agreement and several changes to include storage space, email, internet, janitorial services.

Motion by Holt, supported by Timmer, motion pass unanimously.

- d. MOU with UPWARD Talent Council for vehicle use **(Review and ACTION)**  
Motion by Timmer, supported by Holt, to approve the partnership agreement.
- e. Coastal Zone Management Grant – Water trail 2016-17 resolution of support  
Motion by Timmer, supported by Holt to approve the resolution for a grant application to CZM, and authorize CEO Hagan to be the signatory if a grant award is made.
- f. Employment practices liability coverage – **(ACTION/DISCUSSION)**  
Discussion ensued on the employment practices coverage, at \$507 annually. Motion by Holt, supported by Timmer. Motion carried unanimously.
- g. Committee member updates
  - Timmer – provide information on regional funding for transportation if there are changes, looking at potential increases in the Transportation Planning act as there were additional funds built in to the FAST act (Federal Hwy).
  - Discussion on road funding from new State Transportation funding package and FAST act.
  - Reid – City of St. Ignace mayor is interested in serving on the board or identifying an appointment. She is also interested in creating an economic development entity for St. Ignace
  - Beacon will be doing an innovative approach to mental health treatment.
  - Energy – legislation will probably not pass before break, might not have any action on it next year because it's an election year.
  - Regional planning/other economic development entities aren't aware of missed opportunities because mining companies are looking at our region and not choosing to invest because of electricity costs.
  - Graymont – has acquired mineral rights under federal land in Trout Lake twp, they can go through and mine now, but are going to go through an exchange process for surface rights, looking for lands to exchange.

## 7. Old Business

- a. Michigan Works! UPWARD Talent Council update – MERS/Staffing
- b. Board ascendance process for 2016 – Chair Reid, Vice Chair Duflo, Secretary – vacant, Treasurer- Timmer, Tribal - Holt

## 8. Next Meeting date(s):

Governing Board Annual Mtg. January 27, 2015 at noon, location TBD

Jack's in Brimley – old Willobee's could be a location.

Pickles in Brimley – conference room in the basement.

Executive Committee, March 2, 2016 – VIDEO

9. Adjourn – motion by Timmer, meeting adjourned at 12:10pm