

**Eastern U.P. Regional Planning & Development Commission  
Board Meeting**

**Wednesday, October 28, 2020; 10:00 a.m.  
Zoom Meeting**

**Members Present**

Brad Neumann, MSU Extension  
Jeff Holt, Minority Rep.  
Jim Moore, Kinross Charter  
Kelly Freeman, Sault Ste. Marie  
Mike Patrick, Mackinac Co.

Don McLean, Chippewa Co.  
Jim Hill, Mackinac Co. Alternate  
Joe Dobrowolski, Chip. Co. Private  
Mark Clymer, Clark Twp.-Mack. Co.  
Richard Timmer, Chip. Co. Private

**Guest**

Sophia Honkanen, Intern – MSU Extension  
Elliot Nelson – MSU Extension

**Staff:**

Jeff Hagan                      Nathan Coon                      Mariah Goos                      Kim Wilcox

**CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by J. Moore.

**PUBLIC COMMENT**

There was no public comment addressed at this meeting.

**AGENDA APPROVAL**

M. Patrick moved to approve the agenda as presented. R. Timmer supported. Motion passed.

**APPROVAL OF MINUTES: EUPRPDC Governing Board & EUPRPDC Executive Committee**

K. Freeman moved to approve the minutes of the July 22, 2020 EUPRPDC Board and the September 11, 2020 Executive Committee meetings as presented. R. Timmer supported. Motion passed.

**PRESENTATION:**

Brad Neumann, along with Sophia Honkanen (Intern) and Elliot Nelson, from MSU Extension provided a presentation of a storyboard map depicting issues resulting from fluctuating Water Levels and also presented a storyboard map detailing Watersheds, Stormwater and Green Infrastructure. The water level maps can be used as an educational resource for local units of government and homeowners to illustrate the fluctuation water levels and what property

owners can do to offset potential erosion hazards. Local units of governments should consider creating zoning ordinances in terms of setbacks for building along shorelines. The other storyboard map provides information of watersheds, stormwater, and green infrastructure and steps that could be utilized to reduce stormwater and nutrients from reaching surface waters. Community support is necessary in regards to green infrastructure and watersheds.

### **CONSENT AGENDA**

R. Timmer moved to approve the consent agenda items which included the Financial Report and Program Updates. K. Freeman supported. Motion passed.

### **NEW BUSINESS**

#### **Director's Report**

CEO Hagan provided an update of the programs highlighted in the Director's Report which was included in the meeting packet. M. Patrick moved to approve the Director's Report as submitted. K. Freeman supported. Motion passed.

#### **Bylaw Amendment**

Members reviewed proposed revisions to the EUPRPDC Board Bylaws. The revisions were proposed to update and provide clarification on various sections of the bylaws. The following proposed bylaw revisions were reviewed and recommended for approval by the Executive Committee at their meeting on September 11, 2020:

1. Membership Definition—City Representative: Councilperson or representative designated by the elected official such as city manager or department head.
2. Alternate Representation: Each County Commissioner Representative shall have an alternate to attend meetings and vote in place of member. Only one vote per county is allowable.
3. Travel Reimbursement: Any private sector appointee is eligible for travel reimbursement of \$30 per meeting if requested. This is an increase from \$25/meeting.
4. Executive Committee: The committee shall consist of five members: Chair, Vice Chair, Treasurer, Minority Representative and one "at large" member. Staff will serve as the Secretary in a non-voting capacity.
5. Nominating Committee: A nominating committee will be elected not less than two weeks prior to the Annual Meeting.
6. Officers: Removal of sentence indicating that the Vice Chair shall automatically become the Chair the following year.

7. Removal of Board Members: An addition to commission rules—Although there are currently no issues, there should be a process in place if deemed necessary. *It was recommended that the EUPRPDC establish a “Code of Conduct Policy” as a result of this revision.*

D. McLean moved to concur with the Executive Committee and approve the proposed EUPRPDC Board bylaw revisions. M. Patrick supported. The motion passed unanimously.

### **MERS Plan Addendum**

An addendum to the EUPRPDC MERS plan was reviewed. This addendum provides an update of clarification of the MERS staff defined benefit plan in terms of eligibility and qualifications. It was noted that there were no changes to the MERS Plan. This addendum also establishes CEO Hagan as the authorized signatory for the MERS Plan. D. McLean moved to approve MERS Defined Benefit Adoption Agreement Addendum as submitted. B. Neumann supported. The motion passed unanimously.

### **FY2021 Budget**

CEO Hagan provided an overview of the proposed FY2021 Budget. He also described potential project opportunities for the upcoming fiscal year. Due to additional funding from the EDA CARES Act and the Sault Tribe EDA Projects, the FY2021 is favorable with no expected funding issues. R. Timmer moved to approve the FY2021 budget as presented. K. Freeman supported. Motion passed.

### **Proposed 2021 Meeting Dates**

Members reviewed the proposed 2021 Meeting Schedule for the Commission and Executive Committee:

Commission: January 27, April 21, July 21, & October 27

*Location & Time TBD—Anticipate virtual meetings until possible to meet in person*

Executive Committee: March 12, June 11, September 10 and December 10

*Location TBD; Time: 11:00 a.m.*

### **Board Member Updates**

J. Moore noted the recent demolition of the vacant hotel and tattoo building in Kinross. It was also noted that the State is beginning to demolish a portion of the vacant prison building.

D. McLean provided a brief update of the efforts of the Chippewa County EDC Launch Center Initiative. In other updates, he mentioned that Townships have expressed interest in tire recycling as a result of the recent tire recycling events held in Sault Ste. Marie.

J. Holt indicated that the City is hoping to provide another Tire Recycling event in the upcoming year. The LSSU CFRE brownfield clean up is coming to a close and construction has now started.

B. Neumann provided links of areas of interest provided by MSU Extension:

- MSUE 2020 Ballot proposal summaries: [www.canr.msu.edu/vote2020](http://www.canr.msu.edu/vote2020)
- Water School for Elected and Appointed Officials: <https://events.anr.msu.edu/WaterSchoolWebinarSeries2020>
- Fiscally Ready Communities Webinars: <https://events.anr.msu.edu/FiscallyReadyWebinar>
- From Exclusive to Inclusive: The Evolving Single-Family Zone: <https://events.anr.msu.edu/inclusivezoning>
- Connecting Entrepreneurial Communities Conference: <https://sites.google.com/umn.edu/cecmultistateshowcase>
- 2020 New Commissioner School: <https://www.canr.msu.edu/events/new-commissioner-school>
- Zoning Administrator Certificate Program: <https://events.anr.msu.edu/ZAC2021>

### **Old Business**

Upcoming Meetings Dates:

- Executive Committee—December 11, 2020; 11:00 a.m.
- EUPRPDC Governing Board—January 27, 2021; Time/Location TBD

### **Adjournment**

The meeting adjourned at 11:20 a.m. following a motion by K. Freeman with support by D. McLean.