

**Eastern U.P. Regional Planning & Development Commission  
Executive Committee Meeting**

**Sault Ste. Marie SmartZone; 2345 Meridian; Sault Ste. Marie, Michigan**

**Wednesday, December 7, 2022**

**Attendance**

Allison Watkins

Dean Reid

Jeff Holt

Mike Patrick

**Staff**

Jeff Hagan

Kim Wilcox

**CALL TO ORDER**

The meeting was called to order at 9:01 a.m. by Chair M. Patrick.

Motion by J. Holt to excuse members not present with support from D. Reid. Motion carried unanimously.

**APPROVAL OF AGENDA**

Prior to the approval of the agenda, it was noted that Agenda Item 5a. (Blight Elimination Grant) is for informational purposes only and does not require action. The agenda was approved with this adjustment following a motion by D. Reid with support by J. Holt.

**PUBLIC COMMENT**

There was no public comment addressed at this meeting.

**FINANCIAL UPDATE & PROGRAM REPORT**

CEO J. Hagan provided a review of the financial report along with a general overview of current program updates. Overall, there are no areas of concern with the Financial Report as presented. J. Holt moved to approve the Financial Update/Program Report as presented. A. Watkins supported. Motion passed.

**NEW BUSINESS**

**Blight Elimination Grant**

CEO Hagan described an opportunity for Counties to apply for a Blight Elimination Grant to address vacant, abandoned, and deteriorated properties. Rural communities could receive up to \$200,000 for eligible blight elimination projects. Eligible projects include demolition, stabilization, and match/gap funding for environmental remediation. Eligible applicants for this grant include counties, cities, villages, and townships. Applications are due by January 31, 2023.

**Employee Incentive**

CEO Hagan indicated that as it is not currently feasible to recommend a cost-of-living increase for staff, the recommendation was made for the Committee Members to consider a one-time employee performance incentive of \$2000 for full-time staff and \$1000 for part-time staff. Compensation increases could be revisited later in the fiscal year if the budget allows. J. Holt moved to approve the one-time performance incentive payments as recommended. D. Reid supported. Upon a roll call vote, the motion passed unanimously.

J. Holt—Yes	A Watkins—Yes	D. Reid—Yes	M. Patrick--Yes
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CEO Hagan mentioned that he is in the process of updating job descriptions and has recently adjusted Kim Wilcox’s job title from Executive Secretary to Administrative Specialist.

**Blue Cross Blue Shield Renewal Update**

CEO Hagan indicated that the renewal of the current Blue Cross/Blue Shield plan noted an increase of 8.8%. Upon review of the plan with our agent, it was determined that this increase is reasonable in comparison with other renewal rates for similar organizations; so, it is recommended that this plan be renewed as other policies could provide a lower premium to the Commission, however, significantly increase out-of-pocket costs for staff. D. Reid moved to approve the renewal of the Blue Cross Blue Shield Policy for 2023. J. Holt supported. Motion passed.

**Member Updates**

A Watkins mentioned that the Village of Newberry is currently working with Beckett & Raedar to write the Village’s Zoning Ordinance.

The Village of Newberry has also been awarded funds from the State Revolving Fund to reline 15 blocks of sewer line.

D. Reid noted that four new commissioners were recently elected to the Mackinac County Commission.

M. Patrick mentioned that the Mackinac County Commission’s Organizational Meeting is scheduled to be held on January 5, 2023.

**Adjournment**

The meeting adjourned at 10:00 a.m. following a motion by A. Watkins and support by D. Reid.