



AGENDA

FULL COMMISSION MEETING

Tuesday, April 18, 2017, 9:30 a.m.
Southwestern Michigan College, Dowagiac Campus
Mathews Conference Center West
58900 Cherry Grove Road, Dowagiac, 49047

1. **CALL TO ORDER**.....Chair Barbara Cook
Pledge Allegiance
Roll Call
2. **ACCEPTANCE AND/OR REVISION OF MEETING AGENDA**..... Chair Cook
3. **PUBLIC COMMENT**.....Chair Cook
4. **2016 GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD PRESENTATION**.....Chair Cook
5. **CHAIRMAN'S REPORT**.....Chair Cook
6. **MINUTES OF FULL COMMISSION** January 17, 2017* *Approve*
7. **TREASURER'S REPORT**.....Yemi Akinwale
Financial Reports* *Approve*
8. **ADMINISTRATION COMMITTEE REPORT**..... Chair Cook
Minutes of March 21, 2017* *Accept*
9. **ELECTION OF OFFICERS**.....Chair Cook
10. **EXECUTIVE DIRECTOR'S REPORT**.....K. John Egelhaaf
Staff Report* *Accept*
11. **BYLAW COMMITTEE REPORT***
Proposed Membership Changes
12. **2017 GRAHAM WOODHOUSE AWARD DISCUSSION***.....Chair Cook
13. **TIGER RAIL GRANT SUBMISSION**.....K. John Egelhaaf
Presentation of TIGER Rail Grant
SWMPC as Grant Applicant *Accept*
14. **DEPUTY DIRECTOR JOB DESCRIPTION***.....K. John Egelhaaf
15. **2017 PRESIDENTIAL BUDGET REVIEW**.....K. John Egelhaaf
16. **CLEARINGHOUSE REVIEW*** *Accept*.....Chair Cook
17. **PRIVILEGE OF THE FLOOR**.....Chair Cook
18. **ADJOURNMENT**.....Chair Cook

*Enclosures

MINUTES

Southwest Michigan Planning Commission
Full Commission Meeting
Tuesday, April 18, 2017, 9:30 a.m.
Southwestern Michigan College, Dowagiac Campus
Mathews Conference Center West
58900 Cherry Grove Road, Dowagiac, 49047

MEMBERS PRESENT:

Cook, Barb, Chair, Cass County Citizen Representative (Planning)
Hanson, Don, Vice Chair, Van Buren County Commissioner
Akinwale, Yemi, Treasurer, Berrien County Citizen Representative
Remus, Richard, Alternate Treasurer, Berrien County Citizen Representative
Preston, Linda, Secretary, Cass County Township's Representative
Sage, Frances, Alternate Secretary, Van Buren County Citizen Representative
Berg, Calli, Benton Charter Township
Burr, Robert, Mayor of South Haven
Chickering, Bill, Berrien County Commissioner
Cook, Denise, Alternate for St. Joseph Charter Township Supervisor
Curran, Jim, Berrien County Commissioner
DeLong, Don, Cass County Citizen Representative
Durm Hiatt, Marge, Berrien County Citizen Representative
Fette, Dan, Berrien County Citizen Representative
Gundersen, Kristen, Alternate for City of St. Joseph Mayor
Hildebrand, Mike, Oronoko Charter Township Supervisor
Laylin, Leon, Alternate for City of Dowagiac Mayor
Marchetti, Roseann, Cass County Commissioner
Minks, Jesse, Berrien County Citizen Representative
Pantaleo, Paul, Berrien County Townships Representative
Pheifer, Jim for Stauffer, Dick, Lincoln Charter Township Supervisor
Rodebush, Johnie, Cass County Citizen Representative
Ryman, Don, Berrien County Citizen Representative
Scott, Ezra, Berrien County Commissioner
Stover, Jim, Niles Township Supervisor
Ziliak, Robert, Cass County Commissioner

MEMBERS ABSENT:

Payne, Gloria, Past Chair, Berrien County Township's Representative
Benjamin, Robert, Cass County Townships Representative
Doroh, Kurt, Van Buren County Commissioner
Foerster, David, Van Buren County Citizen Representative
Freehling, Teri Sue, Berrien County Commissioner
Hanson, Sandra, Van Buren County Township's Representative
Henderson, Sharon, City of Benton Harbor, Mayor's Alternate
Phillippe, Jacques, Arlington Township Supervisor
Radtke, Jeff, Van Buren County Citizen Representative (Planning)
Ruzick, Daniel, Antwerp Township Supervisor
Sayer, James, Cass County Citizen Representative
Schueneman, James, Berrien County Citizen Representative (Planning)

STAFF PRESENT:

John Egelhaaf, Executive Director
Patrice Rose, Office Manager

OTHERS PRESENT:

Congressman Fred Upton
Mike Ryan
Paul Bristol, USDA
Larry Schalk, Vice President, Andrews University & Treasurer, Oronoko Twp
Karen Klug, Director, Berrien County Youth Fair
Susan Coulston, Treasurer, Berrien County Youth Fair
Milt Richter, President, Village of Berrien Springs
Barry Gravitt, President Pro Tem, Village of Berrien Springs
Sheri Kesterke, Clerk, Village of Berrien Springs
Jesse Hibler, Council Member, Village of Berrien Springs
Bill Dustin, Village of Berrien Springs

1. CALL TO ORDER

Chair Barb Cook called the meeting to order at 9:35 a.m. and led those present in the Pledge of Allegiance. Office Manager, Patrice Rose took roll and a quorum was present.

2. ACCEPTANCE AND/OR REVISION OF MEETING AGENDA

Don Hanson moved to "**ACCEPT THE AGENDA AS PRESENTED**" Johnie Rodebush seconded and the motion carried.

3. PUBLIC COMMENT

None

4. 2016 GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORD AWARD PRESENTATION

Director John Egelhaaf gave an overview of the Graham Woodhouse Award and the recipients for 2016, the M-139 Corridor Project and M-139 Water and Sewer Project. Awards were presented by Chair Barbara Wood Cook.

5. MINUTES OF FULL COMMISSION January 17, 2017

Kristen Gundersen stated that it was reported in the minutes that she was in attendance at the January meeting, she was absent and requested that the minutes be amended. Don Hanson moved that "**THE MINUTES OF THE FULL BOARD MEETING OF January 17, 2017 BE APPROVED AS AMENDED.**" Yemi Akinwale seconded the motion. The motion carried.

6. CHAIRMAN'S REPORT

Chair Barbara Cook took this time to welcome Johnie Rodebush back after a long absence and praised him for his continual contribution to the Commission. Her comments were supported by a standing ovation.

7. TREASURER'S REPORT

Treasurer Yemi Akinwale reviewed the balance sheet with information as of March 31, 2017. Johnie Rodebush moved to **“APPROVE THE FINANCIAL STATEMENT AS PRESENTED.”** Jim Stover seconded the motion, which carried.

8. ADMINISTRATION COMMITTEE REPORT

Don Hanson moved to **“ACCEPT THE MINUTES OF THE March 21, 2017 MEETING OF ADMINISTRATION COMMITTEE.”** Linda Preston seconded and the motion carried.

9. ELECTION OF OFFICERS

Chair Cook summarized the process for the Election of Officers and listed the slate of officers as: Barbara Wood Cook, President; Don Hanson, Vice Chair; Yemi Akinwale, Treasurer; Richard Remus, Alternate Treasurer; Secretary, Linda Preston and Alternate Secretary, Fran Sage. Marge Durm-Hiatt moved to **“ACCEPT THE SLATE OF OFFICERS AS PRESENTED.”** Paul Pantaleo seconded, motion carried.

10. EXECUTIVE DIRECTOR'S REPORT

Several items on the Director's Report were highlighted by Director Egelhaaf as follows:

Van Buren Palisades Closure - SWMPC is researching tools from EDA to assist Van Buren County during this transition. There is opportunity with EDA for up to \$700,000 in funds to prepare and implement a plan with the help of an expert. SWMPC is also working with Kinexus to develop a project scope to best respond to the Van Buren County need.

Statewide Data Collection Committee - Model Inventory of Roadway Elements (MIRE). Responding to a massive federal data collection mandate, Egelhaaf requested to participate in a statewide committee that is helping MDOT develop a strategy, stating that Michigan is ahead of the curve, as the state has regularly collected portions this data, which makes it a natural fit for SWMPC.

Don DeLong moved to **“ACCEPT THE EXECUTIVE DIRECTOR'S REPORT AS PRESENTED.”** Paul Pantaleo seconded and the motion carried.

11. BYLAW COMMITTEE REPORT

Chair Cook gave an overview of the SWMPC Bylaws and the recommendation of the Committee to reduce the Board Membership from 41 to 22 members. Director Egelhaaf presented a table that highlighted the proposed changes, stating the objective is to reduce the board to a level that allows members to be more engaged and feel they have a greater say in Commission business. He also pointed out that SWMPC is one of the smallest regions in the state geographically and has one of the largest boards. Discussion ensued, concerns were expressed regarding the loss of township participation in the proposed scenario. It was agreed that the discussion should continue and anyone with concerns should contact a committee member. Johnie Rodebush moved that **“THE BYLAW COMMITTEE CONTINUE TO EXPLORE A REDUCED NUMBER OF BOARD MEMBERS.”** Jim Curran supported, motion carried.

12. 2017 GRAHAM WOODHOUSE AWARD DISCUSSION

Chair Cook presented background on the 2017 GW Award, pointing out that accommodations had been made for the lateness of submissions for projects from 2016 (the 2017 award rewards projects from 2016). Egelhaaf stated that originally it was thought that the 2017 award should be presented at the July meeting, but it now seemed more logical to postpone the award presentation until the October meeting. Johnie Rodebush moved that **“THE 2017 GRAHAM WOODHOUSE AWARD BE PRESENTED AT THE OCTOBER 17, 2017 FULL COMMISSION MEETING.”** Don Hanson seconded the motion, which carried.

13. TIGER RAIL GRANT SUBMISSION

Director Egelhaaf presented an overview of the TIGER Grant, with SWMPC as the grant applicant. Discussion surrounding the grant followed, with some concern as to whether it would possibly be a burden to the SWMPC. Egelhaaf will reach out to other planning commissions that have managed similar grants to get their perspective. Also discussed was the possible implied liability to SWMPC. Dan Fette moved that **“SWMPC APPLY FOR THE TIGER GRANT WITH THE ADDITION OF ‘HOLD HARMLESS’ LANGUAGE.** Egelhaaf requested Letters of Support and Resolutions from Board members.

14. DEPUTY DIRECTOR JOB DESCRIPTION

Egelhaaf outlined the request from the Administration Committee for a Deputy Director, discussion followed. Yemi Akinwale moved to **“ACCEPT THE DEPUTY DIRECTOR JOB DESCRIPTION AS PRESENTED.”** Don DeLong seconded the motion. The motion carried.

15. 2017 PRESIDENTIAL BUDGET REVIEW

Copies of a letter to the U.S. Senate Committee on Appropriations, the letter was composed on behalf of CMAP, SEWRPC, NIRPC, and SWMPC outlining concerns the FY 2018 proposed budget. Also distributed was an information sheet outlining the impact of the budget on SWMPC. Egelhaaf highlighted the impact on the TIGER Grant and SAW Grants. Discussion followed.

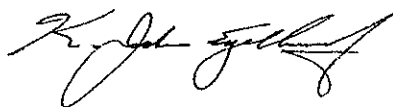
16. CLEARINGHOUSE REVIEW

Linda Preston moved to **“CLEAR THE PROJECTS AS PRESENTED.”** Marge Durm-Hiatt seconded the motion. The motion carried.

17. PRIVILEGE OF THE FLOOR

18. ADJOURNMENT

The Chair declared the meeting adjourned at 11:25.



Respectfully submitted by: _____ Date: July 10, 2017

K. John Egelhaaf, AICP