

MINUTES

Southwest Michigan Planning Commission
Full Commission Meeting
Tuesday, July 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
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
Doroh, Kurt, Van Buren County Commissioner
Durm Hiatt, Marge, Berrien County Citizen Representative
Fette, Dan, Berrien County Citizen Representative
Freehling, Teri Sue, Berrien County Commissioner
Gundersen, Kristen, Alternate for City of St. Joseph Mayor
Laylin, Leon, Alternate for City of Dowagiac Mayor
Marchetti, Roseann, Cass County Commissioner
Pantaleo, Paul, Berrien County Townships Representative
Payne, Gloria, Past Chair, Berrien County Township's Representative
Pheifer, Jim for Stauffer, Dick, Lincoln Charter Township Supervisor
Radtke, Jeff, Van Buren County Citizen Representative (Planning)
Rodebush, Johnnie, Cass County Citizen Representative
Schueneman, James, Berrien County Citizen Representative (Planning)
Scott, Ezra, Berrien County Commissioner
Stover, Jim, Niles Township Supervisor
Ziliak, Robert, Cass County Commissioner

MEMBERS ABSENT:

Berg, Calli, Benton Charter Township
Burr, Robert, Mayor of South Haven
Foerster, David, Van Buren County Citizen Representative
Hanson, Sandra, Van Buren County Township's Representative
Henderson, Sharon, City of Benton Harbor, Mayor's Alternate
Hildebrand, Mike, Oronoko Charter Township Supervisor
Minks, Jesse, Berrien County Citizen Representative
Ruzick, Daniel, Antwerp Township Supervisor
Ryman, Don, Berrien County Citizen Representative
Sage, Frances, Alternate Secretary, Van Buren County Citizen Representative
Sayer, James, Cass County Citizen Representative

STAFF PRESENT:

John Egelhaaf, Executive Director
Patrice Rose, Office Manager

OTHERS PRESENT:

Donnie Meeks, Berrien County Commissioner

1. CALL TO ORDER

Chair Barb Cook called the meeting to order at 9:30 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. CHAIRMAN'S REPORT

Chair Barbara Cook took this time to share the trials of being the owner of a 6-week-old puppy.

5. TREASURER'S REPORT

Treasurer Yemi Akinwale reviewed the balance sheet with information as of June 30, 2017. Jim Schuneman moved to "**APPROVE THE FINANCIAL STATEMENT AS PRESENTED.**" Leon Laylin seconded the motion, which carried.

6. MINUTES OF FULL COMMISSION April 18, 2017

Marge Durm-Hiatt moved that "**THE MINUTES OF THE FULL BOARD MEETING OF April 18, 2017 BE APPROVED.**" Yemi Akinwale seconded the motion. The motion carried.

7. EXECUTIVE DIRECTOR'S REPORT

Director Egelhaaf highlighted items on the staff report, commenting on the 95th birthday celebration for Johnie Rodebush.

8. ADMINISTRATION COMMITTEE REPORT

Linda Preston moved to "**ACCEPT THE MINUTES OF THE June 20, 2017 MEETING OF ADMINISTRATION COMMITTEE.**" Yemi Akinwale seconded and the motion carried.

9. BYLAW COMMITTEE REPORT

Director Egelhaaf summarized the recommendations by the Bylaw Committee, discussion followed. Teri Freehling moved to "**ACCEPT THE RECOMMENDATION OF THE BYLAW COMMITTEE TO REDUCE THE BOARD TO 25 MEMBERS.**" Jim Stover seconded, motion carried. A roll call vote was taken, resulting in 22 Ayes and 3 Nays.

10. 2017 MPO APPROVALS

Egelhaaf gave a quick overview of the MPO Participation Plan and Unified Work Programs, pointing out changes. Yemi Akinwale “**MOVED TO APPROVE THE PUBLIC PARTICIPATION PLAN AS PRESENTED.**” Jeff Radtke seconded and the motion carried.

Jim Stover moved that the “**NATS UNIFIED WORK PROGRAM BE APPROVED AS PRESENTED.**” Marge Durm-Hiatt seconded and the motion carried.

Denise Cook moved that the “**TwinCATS UNIFIED WORK PROGRAM BE APPROVED AS PRESENTED.**” Roseann Marchetti supported and the motion carried.

11. 2016 AUDIT PROGRESS REPORT

Director Egelhaaf summarized the status of the audit, stating that our bookkeeping firm (Blossomland Accounting) has generated year-end financials. The next step is in Egelhaaf’s hands but the complexity created by the number of projects in the SWMPC roster has slowed the process. He admitted that help from board members might be vital in potentially rethinking our audit process. He invited assistance with this undertaking. A sub-committee was formed of volunteers; Rich Remus, Jim Stover and Linda Preston.

12. CLEARINGHOUSE REVIEW

Linda Preston moved to “**ACCEPT THE PROJECTS AS PRESENTED.**” Jim Stover seconded the motion. The motion carried.

13. PRIVILEGE OF THE FLOOR

Linda Preston commented on an historical bridge to be installed in Pokagon Township. It is currently being refurbished in Troy, Michigan.

Rich Remus commented on a front page article in the Herald Palladium, featuring a photo of Marcy Hamilton in a kayak on the Paw Paw River during a promotion of the emerging Paw Paw River Water Trail.

Teri Freehling took a moment to introduce Berrien County Commissioner Donnie Meeks to the committee, and thanked him for his interest.

14. ADJOURNMENT

The Chair declared the meeting adjourned at 10:43.



Respectfully submitted by: _____ Date: July 19, 2017
K. John Egelhaaf, AICP