



BOARD OF COMMISSIONERS MEETING MINUTES

January 10, 2018 (Wednesday) at 7 p.m.
Tri-County Regional Planning Commission

I. Call to Order/Introductions – Pledge of Allegiance – Roll Call

Vice Chair Banas called the meeting to order at 7:00 p.m. There was a Moment of Silence for C/Shirley M. Rodgers, who passed away last week. Introductions were made, and Vice Chair/Banas welcomed new Commissioners.

II. Approval of Agenda

Vice Chair/Banas advised the Commissioners that the Agenda would be amended under Executive and Personnel Committee Report to reflect that the Bylaws Working Group Report would not be an action item, but a presentation.

It was MOVED by C/Barnes, SUPPORTED by C/Fletcher, to approve the Agenda, as amended. MOTION CARRIED UNANIMOUSLY.

III. Approval of Minutes of December 14, 2017

It was MOVED by C/Barnes, SUPPORTED by C/Watkins, to approve the meeting minutes from December 14, 2017. MOTION CARRIED UNANIMOUSLY.

IV. Opportunity for Public Comment

There was no public comment.

V. Communications

- A. Letter from Mayor Andy Schor to Commissioner Banas and TCRPC Members
- B. Letter from Michigan State Housing Development Authority regarding Charlotte Central Historic District – National Register of Historic Places
- C. Memorial information for Commissioner Shirley M. Rodgers

VI. Executive and Personnel Committee Report

A. Special Advisory Working Group Reports

1. Bylaws Working Group Report

Commissioner Eakin informed the Commissioners that the Bylaws Working Group had met 3 times and there were some lively discussions. He stated that the Bylaws document being presented by Interim Director Snell comes as a consensus document, however it was not a full consensus.

There was discussion on whether the Commission would like to hold a special meeting in February to ensure that the Bylaws would be addressed in detail. After discussion, it was agreed that the regularly scheduled Commission meeting on February 28, 2018 be solely for discussion of the Bylaws.

Vice Chair/Banas explained that each Article and Section of the Bylaws had been reviewed at the Executive and Personnel Committee meeting. It was also stated that the attorney review and recommendations had been incorporated.

Interim Director Snell gave a brief history of the formation of TCRPC by Ingham, Clinton, and Eaton Counties in 1956, and the City of Lansing subsequently joining in 1968. Interim Director Snell advised the Commissioners that federal transportation laws dictated that MDOT had to be included in the Commission, and CATA and road commission seats were included in the Counties and City of Lansing to address the federal mandates.

There was a background discussion on the Clinton County number of votes, and the fact that Dewitt would soon meet the 20% population threshold.

Interim Director Snell presented a step-by-step review of the Bylaws. It was determined that the Bylaws would be reviewed in detail by the Commissioners at the regular February meeting.

VII. Standing Committee Reports

A. Finance Committee Report

1. December Finance Report

It was MOVED by C/Watkins, SUPPORTED by C/Austin, to approve the December Financial Report. MOTION CARRIED UNANIMOUSLY.

2. FY 2018 Budget Adjustment

C/Watkins advised the Commissioners that due to the separation of the previous Executive Director, there is a \$45,700 budget adjustment in the FY 2018 Commission budget.

It was MOVED by C/Watkins, SUPPORTED by C/Swope, to have a Roll Call vote on the FY 2018 Budget Revision. Roll Call: Ayes: C/Pohl, C/Stacey, C/Watkins, C/Austin, C/Eakin, C/Fletcher, C/Barnes, C/Maxwell, C/Sebolt, C/Draheim, C/Brixie, C/Banas, C/Jackson, C/Swope, C/Washington, C/Spadafore, C/Jones. MOTION CARRIED UNANIMOUSLY.

3. Interim Director's Compensation

C/Watkins advised that Interim Director Snell is working 12 to 15 extra hours per week and has two full time job duties at TCRPC, as Interim Director and as Chief Transportation Planner. Interim Director Snell requested his salary be increased \$2,500 per month and to be given 2 weeks additional vacation time for 2018 to spend more time with his family. It was determined in the Finance Committee meeting that the interim monthly pay be \$2,000 to expire 6 months from this date, or if the Executive Director position is filled. C/Eakin clarified that the Executive Director position will be posted within 6 months.

There was discussion of the pay scale and the raises given to TCRPC staff in 2017. Vice Chair/Banas explained that the past rules had been vague and that the Executive Committee addressed these issues properly and legally. She stated there were many issues during the past year, and the Executive Committee had to make difficult decisions regarding personnel matters, the upcoming certification, etc.

It was noted that Interim Director Snell's expertise in Transportation was inimitable and that it was not feasible to have members of staff come together and perform his duties.

There was discussion regarding the difficulty of voting on a pay raise without any written information in the packet of the current salary and recent raises given to the Interim Director.

It was determined that there would be separate Roll Call votes on the Interim Director's compensation request and the addition of 2 weeks' vacation pay.

Roll Call to Increase Salary for Interim Director Snell: Ayes (10): C/Pohl, C/Stacey, C/Watkins, C/Austin, C/Eakin/ C/Barnes/ C/Maxwell, C/Banas, C/Jackson, C/Jones. Nays (7): C/Fletcher, C/Sebolt, C/Draheim, C/Brixie, C/Swope, C/Washington, C/Spadafore.

Roll Call for additional two weeks' vacation for Interim Director Snell: Ayes: (7): C/Pohl, C/Austin, C/Eakin, C/Barnes, C/Sebolt, C/Swope, C/Jones. Nays (9): C/Stacey, C/Watkins, C/Fletcher, C/Maxwell, C/Draheim, C/Brixie, C/Banas, C/Jackson, C/Washington. Pass: C/Spadafore.

B. Transportation Review Committee

1. FY 2017-2020 Transportation Improvement Program Changes

Vice Chair/Banas advised that these were routine changes made by the Federal Government.

It was MOVED by C/Watkins, SUPPORTED by C/Pohl, to approve the Transportation Committee Report. MOTION CARRIED UNANIMOUSLY.

2. 2017 TCRPC Transportation Project Obligation Report

Andrea Strach informed the Commissioners that the Okemos Road Bridge over the Red Cedar River is undergoing a \$9 million improvement project, and that Okemos is trying to receive additional FY 2020 funding.

VIII. Commissioner Reports

A. Ingham County Parks Committee

Vice Chair/Banas presented the Ingham County Parks Committee report. Vice Chair/Banas stated that the Parks Commission had a very long meeting before Christmas (5 hours) concerning the applications from municipalities for funding for 2018 and subsequent years. Vice Chair/Banas informed the Commissioners that the Committee has reviewed these applications and they will be submitted to the Human Services Committee, and then the Finance Committee, before adoption by the Board of Commissioners. If any Commissioner would like to see the application results or report or has questions, please feel free to email Vice Chair/Banas.

B. Michigan Association of Regions (MAR)

C/Pohl advised the Commissioners that the University of Michigan is working with defense industries that are downsizing and trying to fill those spots in the State of Michigan.

C/Pohl stated that Michigan State University is looking at the disadvantages of the Particle Project. This will involve a large number of people coming in for a short period of time - five years and then moving on.

C/Pohl informed the Commissioners that the DNR has done recreation projects statewide and that counties can share the information.

Rachel Elsinga advised the Commissioners that she had also attended the MAR meeting and the grant for the Facility for Isotope technical assistant study for the region was less than \$100,000. Ms. Elsinga informed the Commissioners that LEAP is an active participant in the study, which is funded by TCRPC.

C. Other Reports

There were no additional reports.

IX. Public Comment

X. Other Business

Clinton County Commissioner Dr. Dwight Washington was introduced and welcomed by the Commissioners.

C/Spadafore informed the Commissioners that the Lansing School Board elected to name its Administration Building after C/Shirley M. Rodgers.

C/Draheim advised that the Executive Director search process for CATA had ended and that Brad Funkhouser was the new Executive Director. Former Executive Director Dragoo's term ends in January.

C/Maxwell inquired whether it was feasible to seek expertise for salary guidance. Interim Director Snell stated salary comparisons had been completed with the State of Michigan and similar agencies.

The Commissioners were advised of C/Robin Lewis' absence due to her injury. The Commissioners wished her a speedy recovery.

Interim Director Snell inquired whether the Commissioners had any ideas regarding honoring C/Shirley M. Rodgers. Interim Director Snell stated that one of the ideas of staff is to honor a Commissioner who provided outstanding service to the Commission, and that C/Rodgers could be the first recipient. A perpetual plaque could have C/Rodgers as the first recipient, with a new Commissioner added as appropriate. C/Pohl stated that Michigan Works! has done something in honor of one of its Board members. Vice Chair/Banas asked that the Commissioners give some thought to honoring C/Rodgers and recommendations will be finalized.

XI. Adjourn

It was MOTIONED by C/Eakin, SUPPORTED by C/Fletcher to adjourn the meeting at 9 p.m. MOTION CARRIED UNANIMOUSLY.

***The next meeting is scheduled for Wednesday, January 24, 2018
at 5:30 p.m. at Hawk Hollow Golf Course for
TCRPC's Annual Dinner Meeting.***

2018 TCRPC Commission Attendance

Commissioner	Representing	MEETING DATE												
		1/10	1/24	2/28	3/28	4/25	5/23	6/27	7/25	8/22	9/26	10/24	11/15	12/13
Brian T. Jackson	City of Lansing, Council	X												
Robin Lewis	City of Lansing, Capital Area Transportation Authority (CATA)													
Peter Spadafore	City of Lansing, Council	X												
Chris Swope	City of Lansing	X												
Jody Washington	City of Lansing, Council	X												
Dave Pohl	Clinton County Board of Commissioners	X												
Adam Stacey	Clinton County Board of Commissioners	X												
Gail Watkins	Clinton County Road Commission	X												
Kent Austin	Eaton County Board of Commissioners	X												
Christine Barnes	Eaton Area Transit Authority (EATRAN)	X												
Roger A. Eakin	Eaton County Board of Commissioners	X												
Kenneth Fletcher	Eaton County, Delta Charter Twp.	X												
Dorothy E. Maxwell	Eaton County Road Commission	X												
Teri Banas	Ingham County Road Department	X												
Julie Brixie	Ingham County, Meridian Charter Twp.	X												
Shanna Draheim	Ingham County, City of East Lansing	X												
Randy Schafer	Ingham County Board of Commissioners	**												
Ryan Sebolt	Ingham County Board of Commissioners	X												
Denise Jones	Michigan Department of Transportation (MDOT)	X												
	TOTAL (19)	17												

Others in attendance

1/10/2018: Dr. Dwight Washington, Ericka Hartigan, Janet Arcuicci

**C/Schafer assumed his seat at the January 24th annual meeting.