



**TCRPC BOARD OF COMMISSIONERS
PROPOSED MEETING MINUTES**

February 28, 2018 (Wednesday) at 7 p.m.
Tri-County Regional Planning Commission

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

Ch/Draheim called the meeting to order at 7:12 p.m.

II. Approval of Agenda

It was MOVED by C/STACEY, SUPPORTED by C/FLETCHER, to approve the Agenda as amended:

VI. A. Administrative Procedures would add 3 a. Resolution to change the credit card signatory to be approved by the Commissioners.

MOTION CARRIED UNANIMOUSLY

Interim Director Snell advised that because of the change in Commissioners at the January 10, 2018 meeting, formatting corrections would be made to the attendance sheet moving forward to reflect who attended.

III. Approval of Minutes of January 10, 2018

It was MOVED by C/BRIXIE, SUPPORTED by C/SEBOLT, to approve the following amended meeting minutes from January 10, 2018:

Page 5, Attendance Sheet, should reflect that C/Maxwell represents the Eaton County Road Commission.

C/Brixie requested the following language be added to VII. A. 3. Interim Director's Compensation:

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.

MOTION CARRIED UNANIMOUSLY.

Approval of Minutes of January 24, 2018

It was MOVED by C/BARNES, SUPPORTED by C/EAKIN to approve the January 24, Minutes. MOTION CARRIED UNANIMOUSLY.

C/Watkins inquired about the new CATA representative. It was determined that the matter would be addressed under Other Business on the Agenda.

Ch/Draheim took a moment to thank the Commissioners who attended Orientation and to welcome C/Triplett as the new CATA representative to the Board of Commissioners.

Ch/Draheim expressed her appreciation for Robin Lewis' contributions to the Board and wished her the best of luck.

IV. Opportunity for Public Comment

The was no public comment.

V. Standing Committee Reports

A. Finance Committee Report

C/Eakin requested that the Financial Report be received and placed on file.

It was MOVED by C/EAKIN, SUPPORTED by C/SWOPE, that the Financial Report be approved. MOTION CARRIED UNANIMOUSLY.

B. Transportation Committee Report

C/Maxwell reported that there were 3 members at the TRC meeting. She stated that there was a presentation by Senior Planner Laura Tschirhart. She referred the Commissioners to the January 10, 2018 minutes' Transportation Report. Interim Director Snell elaborated on the Safety Transportation Performance Measures (TPM). Either the TPM can be developed by TCRPC, or it can support MDOT's. Interim Director Snell directed the Commissioners to the tables displayed on the walls and explained that the tables show a comparison of how the region compares statewide on fatalities and serious injuries per 100 million miles traveled. The tri-county region has less incidents than the statewide average. Interim Director Snell advised that staffs' recommendation is that MDOT's TMP be supported, and that TCRPC gives full support to the MDOT HSIP Safety Target. This support will be evaluated every 2 years, and TCRPC will monitor local measures for significant changes or trends that should be addressed locally.

C/Stacey expressed his surprise that there are thousands of fatalities. Interim Director Snell advised that this region has 30 to 50 fatalities. C/Pohl questioned whether TCRPC could develop its own criteria for keeping track of fatalities. Interim Director answered that yes, TRCPC can use its own criteria, however most of the regions in the State follow the State's criteria. Following the State's criteria ensures that TCRPC complies.

Interim Director Snell requested that the Commission support the MDOT 2018 safety performance measures targets.

It was MOVED by C/FLETCHER, SUPPORTED by C/BRIXIE, to approve the Transportation Review Committee report and provide full support for the MDOT Safety Transportation Performance Measures targets. MOTION CARRIED UNANIMOUSLY.

VI. Executive and Personnel Committee Report

A. Administrative Procedures

1. Adopt 2018 Operating Policies

Interim Director Snell advised the Commissioners that in February of each year, the Commission normally adopts the agency's Operating Policies and the Work Program. He stated that nothing had changed in the Policies, except replacing the cover with the year 2018. Interim Director Snell advised that the

Operating Policies may have changes once they are reviewed in a Working Group.

It was MOVED by C/WATKINS, SUPPORTED by C/BARNES, to approve the adoption of the 2018 Operating Policies.

2. Adopt 2018 Work Plan

Interim Director Snell explained that the 2018 Work Plan is more detailed than past years to show where staff is. Interim Director stated he would like to have a year-end summary or report on what was accomplished. This could be done in December. The Chair would take ownership of the programs. In addition, Interim Snell discussed bringing in TCRPC's community partners in December to show what the staff of TCRPC has accomplished during the year.

It was MOVED by C/SPADAFORE, SUPPORTED by C/MAXWELL, to approve the 2018 Work Plan. MOTION CARRIED UNANIMOUSLY.

3. Bank Signatories

Interim Director Snell explained the bank signatory Resolution was standard operating procedure so that the current Executive Committee members were enabled to sign on behalf of the Commission.

The name of C/Maxwell was incorrect on the Resolution and will be rectified.

It was MOVED by C/BRIXIE, SUPPORTED by C/SWOPE, to approve the bank signatories Resolution. MOTION CARRIED UNANIMOUSLY.

It was MOVED by C/BRIXIE, SUPPORTED by C/WATKINS, to approve the Chase credit card signatory. MOTION CARRIED UNANIMOUSLY.

4. Standing Committee Schedule

Ch/Draheim advised that some Commissioners had concerns over meeting dates and times and requested a discussion be held to address the issue. The Commissioners agreed that stacking meetings was good for their schedules. It was determined that Growth Trends could be moved to an evening meeting, because that was the one Standing Committee that did not receive Federal funds. C/Spadafore explained that he could not make it to daytime meetings but was not trying to shun his responsibilities as a Commissioner.

Interim Director Snell advised that there is a short window to hold the meetings due to Federal funding, and some committee meetings (Executive, Finance, and Transportation) could not be moved, along with the coordination of getting the meeting Minutes out on schedule. In addition, there could be delays in getting matters voted on until the following month.

It was MOVED by C/SPADAFORE, SUPPORTED BY C/BANAS, to move future Board of Commission meetings to 6 p.m. MOTION CARRIED UNANIMOUSLY.

It was MOVED by C/WATKINS, SUPPORTED by C/JONES, to move Growth Trends Steering Committee to Wednesdays at 5 p.m. before the full Commission meeting. MOTION CARRIED UNANIMOUSLY.

C/Maxwell requested to be on the Growth Trends Committee. Request was granted.

It was MOVED by C/SPADAFORE, SUPPORTED by C/EAKIN, to move hold the Finance Committee meeting to 5:00 p.m. MOTION CARRIED UNANIMOUSLY.

C/Eakin stated that this could be revisited to see if the time works. C/Barnes expressed her concern that TRC is entering its busiest time of the year, and some of the moves may affect the TRC meetings. C/Barnes also mentioned that evening meetings may affect staff.

It was MOVED by C/STACEY, SUPPORTED by C/SWOPE, to move the Program and Grant Committee meeting to 3:00 p.m. MOTION CARRIED UNANIMOUSLY.

B. Committee Appointments

1. Michigan Association of Regions

It was MOVED by C/FLETCHER, SUPPORTED by C/WATKINS, to approve C/Pohl as the representative for Michigan Association of Regions. MOTION CARRIED UNANIMOUSLY.

2. Ingham County Parks Commission

It was MOVED by C/BRIXIE, SUPPORTED BY C/MAXWELL, to appoint C/Jackson to the Ingham County Parks Commission. MOTION CARRIED UNANIMOUSLY.

3. Greater Lansing Area Clean Cities

It was MOVED by C/DRAHEIM, SUPPORTED BY C/EAKIN, to appoint C/Maxwell as representative to Greater Lansing Area Clean Cities. MOTION CARRIED UNANIMOUSLY.

C. Regional Water Quality Survey Consultant Contract

Cliff Walls, Environmental and Sustainability Planner, informed the Commissioners that the Greater Lansing Regional Committee on Stormwater Management (GLRC) must follow state (DEQ) and federal requirements to have a mechanism in place to evaluate the effectiveness of their research. Past research has occurred in 2006 and 2012, and now a new 2018 Regional Water Quality Survey must be conducted. Mr. Walls advised that ETC Institute has been chosen to perform the research and the proposal totals \$25,000. GLRC has kept a fund balance, with the other half being directly invoiced to the applicable full voting members of the GLRC using the committee's "special projects formula." This would include member cities, townships and MSU.

It was MOVED by C/BARNES, SUPPORTED by C/SPADAFORE, to accept the GLRC's recommendation to award the contract to ETC Institute for the 2018 Regional Water Quality Survey. MOTION CARRIED UNANIMOUSLY.

C/Banas inquired as to when the Survey results would be available. Mr. Walls stated that on June 7th ETC Institute would be giving their report to GLRC and he will be sending an invitation to the Commissioners to attend. If the Commissioners cannot attend, Mr. Walls will provide a report to them.

There was further discussion regarding the public's lack of knowledge of watershed issues. C/Banas acknowledged that the average person is not aware of the issues concerning flooding and drainage.

D. Special Advisory Working Group Report

Ch/Draheim advised the Commissioners of an error on the Administrative/Executive Working Group. C/Stacey is not on the Working Group as listed. C/Pohl is, and his name will be added.

Ch/Draheim also acknowledged that there was a proposed change on #4. The Admin/Exec working group will not serve as the formal selection committee as was originally approved, but will serve in an advisory role. The Commission will select the final candidate based a recommendation from the yet to be formed selection committee.

It was MOVED by C/SPADAFORE, SUPPORTED by C/SEBOLT, to reapprove the Executive/Administrative and Programmatic Working Groups rosters and tasks. MOTION CARRIED.

1. Bylaws, Ops and Personnel Working Group Report

Ch/Draheim requested that each Commissioner be patient and polite and stated everyone will have their opportunity to speak during the report. Ch/Draheim also stated that the tone and tenure must be civil and open minded and to please not interrupt whoever is speaker.

The Commissioners were informed that the Working Groups have missing persons and must be updated due to commission changeover.

It was MOVED by C/BRIXIE, SUPPORTED by C/FLETCHER, to approve moving the development of the organization chart and changing the tasks. Affirmative vote: C/Pohl, C/Stacey, C/Maxwell, C/Eakin, C/Swope, C/Sebolt, C/Fletcher, C/Barnes, C/Brixie, C/Triplett, C/Jackson, C/Jones, C/Spadafore, C/Schafer, C/Banas, C/Washington. Nay vote: C/Watkins.

It was MOVED by C/Spadafore, SUPPORTED by C/SWOPE, to replace Robin Lewis with C/Jackson on the Programmatic Working Group. MOTION CARRIED UNANIMOUSLY.

Ch/Draheim requested that the Commissioners write down their favorite place in the region and how TCRPC supports these places. Ch/Draheim read aloud some of the responses.

C/Pohl stated that there was a reason for Clinton County to reduce their seats back when they did. C/Pohl stated they needed to be a part of the region. This

matter was brought up 3 or 4 years ago. This has been in a cycle and Clinton County desires to be equal members on the Commission.

C/Brixie stated that she supports regionalism and that there is strength when entities work together. C/Brixie expressed that she was dismayed at the function of the Board regarding money management. C/Brixie stated that she felt that staff was promoting increasing the membership as a means to pay for already approved staff raises. She advocated keeping seats as they are and revisiting the matter next year.

C/Eakin stated that there are different examples that exist that may inform this discussion. He added that Clinton County has citizen advisory boards that report to Clinton County's Board. He added that we need to determine if representation on other committees in the organizational structure is warranted. C/Eakin supported giving Clinton County proper representation.

C/Swope stated his belief that the seats for Clinton County should remain the same. C/Spadafore stated he agreed with C/Swope. C/Spadafore expressed that he had heard many discussions regarding second class citizens such as CATA on this Board. C/Spadafore stated that the proposal put in front of the Commission is not conducive to the governance question, and the Bylaws Working Group should revisit the matter.

C/Stacey advised that Clinton County has been honest, reliable and strong for the past 10 years. C/Stacey also stated that Clinton County took the initiative to help found and support CAPCOG. C/Stacey advised that no one knows why the seats were diminished, in the 1990's. C/Stacey expressed that this is about equality and regional representation.

C/Barnes stated that there is no evidence of a seat being based on population. C/Barnes also stated that she was in favor of Clinton County's request to add more seats.

There was further discussion among the Commissioners regarding distribution of resources, and whether Meridian Township or East Lansing would get their own seats like Lansing. C/Swope referred to a 1968 Supreme Court case and how it might be relevant in this discussion. Ch/Draheim inquired as to whether other models should be reviewed.

C/Fletcher stated to the Commissioners that this is not going to be an easy discussion and he is disillusioned about the breakdown of the Commission and division of members due to counties, parties, etc. C/Fletcher stated he is willing to find an appropriate solution. He informed the Commissioners that the new Lansing leadership wants dialogue.

Commissioners generally agreed that Lansing is the center of prosperity in the region and there was agreement with C/Fletcher's remarks. C/Watkins informed the Commissioners that he had talked to Ingham and Eaton County Chairs, and staff from Mayor Schor's office.

C/Spadafore stated that no one is against change and reiterated that the matter should return to the Bylaws Working Group. C/Spadafore also said that there should be less divisiveness and more recognition of the entities that are part of the Board.

All Commissioners stated their opinions on the addition of the Clinton County seats.

When asked her opinion by the Commissioners, C/Jones stated she felt discomfort with the entire conversation. She acknowledged that the Commissioners all come to the table from different parts. She stated that everyone is coming in with individual local ideas, rather than representing what is best for the region. C/Jones discussed regional ideas, such as roads and bridges, CATA mobility, etc. The Commissioners must look at this from a federal perspective on transportation and what is best for the region, which includes comprehensively coordinating and thinking about each other and developing policies and bylaws that represent that.

C/Maxwell stated that she would vote to support Clinton County. C/Maxwell advised that she'd like to see the matter addressed again and would like to see a cohesive group arrive at a conclusion.

C/Banas stated she has observed that there has been a shift towards localism, and no one has talked about money, which is a powerful motivator. C/Banas stated that fear can also be a powerful motivator, and the fear of having something taken from them could be playing a role in these concerns. C/Banas advised that she is in support of sending the matter back to the Bylaws Committee.

C/Eakin stressed that there are other issues the Bylaws Working Group will be addressing. Interim Director Snell stated that staff has received comments that will be incorporated into Bylaws Working Group discussions.

It was determined that the Bylaws Working Group would try to meet before the next Commission meeting.

C/Maxwell inquired as to whether there was a system in place for compensation of staff including the Executive Director and what was the timing for putting a system in place. Ch/Draheim advised that there was a compensation system in place and that the working groups would be reviewing this in greater detail.

It was MOVED by C/SWOPE, SUPPORTED by C/Spadafore, to move the Clinton County seat issue back to the Bylaws Working Group. MOTION CARRIED.

2. Executive/Administration and Programmatic Working Groups

Ch/Draheim informed the Commissioners that the Admin/Exec Working Group had met once. She advised that there was a 4-3 vote at the meeting to recommend the use of a firm to assist the TCRPC in the search to hire a new Executive Director.

C/Eakin stated that before any motion was put on the floor for approval, the budget does not support the monies needed for a search firm. Finance Committee Ch/Eakin stated that the Finance Committee needs to look at the budget to commit to an expenditure of this magnitude.

VII. Commissioner Reports

There were no Commissioner reports.

VIII. Opportunity for Public Comment

There was no public comment.

IX. Other Business

C/Watkins inquired as to how the CATA representative was chosen. It has been past practice that the City of Lansing designates the representative. C/Spadafore informed the Commission that the City of Lansing had approved the selection of C/Triplett by CATA's Board of Directors.

C/Barnes informed the Commissioners that she was on the Honorary Committee of CASA and she would like to invite the Commissioners as representatives of Eaton, Clinton, and Ingham Counties to serve on the Honorary Committee. C/Barnes stated that her desire is to have a bipartisan Committee.

C/Spadafore discussed the past week's flooding and stated that as a member of Lansing City Council he was proud of the job done by the City of Lansing and the regional cooperation that took place.

X. Adjourn

It was MOVED by C/SPADAFORE, SUPPORTED by C/SEBOLT, to adjourn the meeting at 10:04 p.m. MOTION CARRIED UNANIMOUSLY.

***The next meeting of the Board of Commissioners is scheduled for
March 28, 2018 at 6 p.m. at the TCRPC office.***

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	X	X										
Nathan Triplett*	City of Lansing, Capital Area Transportation Authority (CATA)	*	*	X										
Peter Spadafore	City of Lansing, Council	X		X										
Chris Swope	City of Lansing	X	X	X										
Jody Washington	City of Lansing, Council	X	X	X										
Dave Pohl	Clinton County Board of Commissioners	X	X	X										
Adam Stacey	Clinton County Board of Commissioners	X	X	X										
Gail Watkins	Clinton County Road Commission	X	X	X										
Kent Austin	Eaton County Board of Commissioners	X	X											
Christine Barnes	Eaton Area Transit Authority (EATRAN)	X	X	X										
Roger A. Eakin	Eaton County Board of Commissioners	X	X	X										
Kenneth Fletcher	Eaton County, Delta Charter Twp.	X	X	X										
Dorothy E. Maxwell	Eaton County Road Commission	X	X	X										
Teri Banas	Ingham County Road Department	X	X	X										
Julie Brixie	Ingham County, Meridian Charter Twp.	X	X	X										
Shanna Draheim	Ingham County, City of East Lansing	X	X	X										
Randy Schafer	Ingham County Board of Commissioners	**	X	X										
Ryan Sebolt	Ingham County Board of Commissioners	X	X	X										
Denise Jones	Michigan Department of Transportation (MDOT)	X	X	X										
	TOTAL (19)	17	17	18										

Others in attendance

1/10/2018: Dr. Dwight Washington, Ericka Hartigan, Janet Arcuicci, TCRPC Staff: Linda Thomas-Boyd, Jim Snell, Greg Hoffman, Rachel Elsinga, Andrea Strach

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

1/24/2018: Rep. Tom Cochran, Jeanne Pearl-Wright, Bob Showers, Kam Washburn, Brian McGrain, Judi Brown Clarke, Dr. Dwight Washington, TCRPC Staff: Jim Snell, Greg Hoffman, Laura Tschirhart, Nicole Baumer, Ken Hall, Andrea Strach, Rachel Elsinga, Cliff Walls, Jeremy Orr, Linda Thomas-Boyd, Paul Dionne

2/28/2018: Kam Washburn, Ericka Hartigan, Janet Arcuicci, TCRPC Staff: Jim Snell, Greg Hoffman, Laura Tschirhart, Nicole Baumer, Ken Hall, Andrea Strach, Rachel Elsinga, Cliff Walls, Jeremy Orr, Linda Thomas-Boyd

*Nathan Triplett replaced Robin Lewis as Commissioner/CATA's representative