

**CUPPAD REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING
Meeting Minutes**

May 27, 2021
2:00 p.m. ET

CUPPAD Office, 2950 College Ave., Escanaba MI
Conference call option

PRESENT

J. Doucette, Alger County (on phone)
G. Corkin, Marquette County (on phone)
J. Beaudou, Hannahville Indian Community (on phone)
P. Kleiman, Menominee County Townships (in person)
John Malner, Delta County (in person)
Alan Kilar, Schoolcraft County (video)
Ray Anderson, City of Norway (on phone)

ABSENT

Eric Buckman, City of Gladstone

OTHERS PRESENT

Dotty LaJoye, Executive Director, CUPPAD,

CALL TO ORDER

The meeting was called to order at 2:02 p.m. by Chairperson G. Corkin. Roll call was taken, and a quorum was present.

APPROVAL OF AGENDA

G. Corkin called for any changes or additions to the agenda. D. LaJoye requested that auditor Joe Verlin with Gabridge and Co. be moved up the agenda under the Treasurer's Report , **G. CORKIN MOTIONED TO APPROVE THE AGENDA, SUPPORTED BY P. KLEIMAN, MOTION CARRIED.**

ACCEPTANCE OF THE MINUTES

A. Kilar made two corrections to the minutes from April 23, 2021. He stated that he was present at the April 23rd meeting and Craig Reiter is no longer serving on the Schoolcraft County Board of Commissioners.

MOTION TO APPROVE THE MINUTES FROM THE April 23rd QUARTERLY COMMISSION MEETING WAS MADE BY J. MALNAR; SUPPORTED BY A. KILAR; MOTION CARRIED.

TREASURER'S REPORT

J. Beaudou explained that there have been some adjustments to the column headers for clarification and understanding. The column reads now says amended budget and reflect the projects that have a signed contract. She receive clarification from Michelle about the Salaries and Fringes and Michelle explained how she had taked funds out of the salaries and fringes while we had several positions unfilled but that

we have funds to cover new staff when they come onboard. Basically we are holding our own, our revenues and expenditures are fine. We have a cash balance of \$141,000.

MOTION TO ACCEPT THE TREASURER'S REPORT WAS MADE BY J. BEAUDO, SUPPORTED BY J MALNER; MOTION CARRIED.

PRESENTATION BY JOE VERLIN, GABRIDGE AND COMPANY

Joe Verlin provided a summary of the FY20. Overall it is a clean audit, consistent with smaller organization and non-profits where the idea is to maintain revenues and expenditures so as not to have to rely too much on the fund balance. In FY20 there was \$2,300 in fund balance usage. No deficiencies were found in the management of financial systems.

G. Cokin thanked Michell, Jill and Dotty for their management of CUPPAD's finances and the board members for their efforts in keeping going so they are able to continue doing the good work they do for the local units of government.

MOTION TO ACCEPT THE AUDITORS REPORT FOR FY 2020 WAS MADE BY G. CORKIN AND SUPPORTED BY J DOUCETTE; MOTION CARRIED.

UNFINISHED BUSINESS

None

EXECUTIVE DIRECTOR REPORT

D.LaJoye reported that the new GIS Technician is working out very well. He started road rating in Menominee County with Ben DuBois and the entire county and the two cities are complete. He is starting Dickinson County next. He has been attending various ESRI training session with Rawan so they can work together to build and develop a cloud-based engagement platform with information that is relevant to our communities as part of the online CEDS.

Rawan is working in the NEMT project. Each region has summarized the information they gathered from their public transportation agencies for the plan. Next, they will be meeting with the hospitals and by late summer/early fall we should be able to get out to the individual communities, present the draft plan and gather feedback.

Ryan is back to work and is doing well, in addition to the projects he has through the EDA Cares Act, he and his wife Emily are working on the CEDS. The CEDS committee will have their final meeting in June and I should have a draft to the Executive Committee by our next meeting in June. Also, Ryan will be going to the Mayo Clinic the second week in June for more tests.

Julia has the Draft City of Kingsford 5-year Recreation Plan almost complete. She will be coming up to meet SAIL at the City's Recreation Sites and will be observing their process for evaluation. We think that is a service we can provide without having to go through SAIL. She is also working on project with Ryan to bring more outdoor dining to Ludington Street. They will be engaging with several of the eating establishments on the corner of Ludington and Stephenson along with the city and the DDA and Julia will be providing drawings and images or renderings of the various ideas.

We are once again hopeful that we have filled the Planning Assistant position. Ryan and I interviewed a young man from Ohio that is moving to Escanaba. He graduated from Bowling Green State University with

a dual degree in History and Geography and received his Master of Library Information Science from Kent State University. I sent him a job offer letter so we shall see if he accepts.

In addition to the various CDBG projects we have going, I have been working on several grants to our local communities. One being a Dept of Treasury grant for financially distressed communities for the City of Manistique for a new senior center, a Category A grant to MDOT for the Village of Carney. They are seeking the funds needed to improve Guard Street and bring it up to all-season status. Guard St. is a public road that also leads to Performance Lumber Co. Also helping the engineering company prepare and compile a CDBG grant for the next phase of the City of Escanaba Waste-Water Treatment Plant and prepare a grant for MCACA for our regional arts mini-grant program.

MOTION TO FILE THE DIRECTORS REPORT AS PRESENTED WAS MADE BY G. CORKIN, SUPPORTED BY P. KLEIMAN, MOTION CARRIED.

NEW BUSINESS

None

NEXT MEETING AND PLACE,

Quarterly Commission Meeting to be held in the Delta County Boardroom on July 23, 2021 at 12:30 PM
Provisions for those that would like to call in will be made available in the packet prior to the meeting.

ITEMS FROM EXECUTIVE COMMITTEE

ADJOURNMENT

The meeting was adjourned by the Chair at 3:010 p.m.

Minutes prepared by D. LaJoye