

**CUPPAD REGIONAL COMMISSION**  
**Quarterly Meeting**  
**Meeting Minutes**

Oct 23, 2020

RingCentral meeting-phone and in-person

12:30 pm EST

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MEMBERS PRESENT

Jerry Doucette, Alger County  
Esley Mattson, Alger County  
Michelle Doucette, Alger County (alternate)  
Dave Rivard, Delta County  
Theresa Nelson, Delta County  
Gregg Johnson, Delta County  
Tony Edlebeck, City of Kingsford  
Gerald Corkin, Marquette County  
Nate Heffron, Marquette County  
Rod DesJardins, Alger County  
Benny Herioux, Delta County  
Greg Seppanen, Marquette County  
Kristin Thorton, Marquette County  
Jill Beaudou, Hannahville Indian Community

MEMBERS ABSENT

Thyra Karlstrom, Marquette County  
Tony Graff, Menominee County  
Dan Rushford, Alger County  
Roxanne Spencer, Delta County  
Jacob Allison, Delta County  
Denny Olson, Dickinson County  
Peter Kleiman, Menominee County  
Craig Reiter, Schoolcraft County  
Alan Ott, Schoolcraft County

OTHERS PRESENT

Dotty LaJoye, Executive Director, CUPPAD  
Steven T. Gromala, Menominee County

A. CALL TO ORDER

The meeting was called to order at 12:30 pm by Chairperson G. Corkin. The Pledge of Allegiance to the flag was recited. Roll call was taken, a quorum was not present- motions made will be recommendations to be acted upon at the next meeting.

B. APPROVAL OF AGENDA

**MOTION TO RECOMMEND APPROVAL OF THE AGENDA WAS MADE BY D. RIVARD, SUPPORTED BY K. THORTON; MOTION CARRIED.**

C. ACCEPTANCE OF THE MINUTES

**MOTION TO RECOMMEND ACCEPTANCE OF THE MINUTES FROM THE REGIONAL COMMISSION MEETING OF JULY 24, 2020, AND THE EXECUTIVE COMMITTEE MEETING OF SEPTEMBER 24, 2020 WAS MADE BY G. CORKIN, SUPPORTED BY D. RIVARD; MOTION CARRIED.**

D. TREASURER'S REPORT

J. Beaudo reported that she met with Michelle View before the meeting. She had explained how some projects within the fiscal year may still have some expenditures so the \$3,761 highlighted on the Combined Statements of Revenues, Expenditures, and Changes in Fund Balance is the worst-case scenario. Considering everything that has happened this year, that is not bad, and there could still be some payments coming in that could turn into a contribution toward the fund balance. The budget actuals show that more revenues will be coming in. We really are in pretty good shape.

**MOTION TO RECOMMEND APPROVAL OF THE TREASURERS REPORT WAS MADE BY J. BEAUDO, SUPPORTED BY G. SEPPANEN; MOTION CARRIED.**

G. Corkin thanked J. Beaudo and Michelle View for the excellent work they do on the budget.

T. Nelson questioned if CUPPAD has to send unexpended funds back to agencies. D LaJoye explained that we make sure we always spend the funds provided to us, but some funds were returned to the Michigan Council for the Arts and Cultural Affairs on projects that could not be undertaken due to COVID. However, those were pass-through funds.

E. EXECUTIVE DIRECTOR REPORT

D. LaJoye reported that CUPPAD is administering four CDBG projects, which are the City of Ishpeming Senior Center, the City of Negaunee Senior Center, the City of Iron Mountain Rental Rehabilitation project, and the Escanaba Façade project. All are going forward smoothly except for the Escanaba Façade project. That one is currently stalled due to building owner and contractor difficulties. We are also administering the Davis Bacon Act payroll reviews for the City of Escanaba Wastewater Treatment Plant project. We submitted a proposal to administer another rental rehabilitation project in the City of Manistique and have been selected by the City Council as the CGA for that project.

We started the Hazard Mitigation plans for Delta, Schoolcraft, Alger, and Menominee counties. We recently signed a contract with the City of Kingsford to update their 5-year Recreation Plan. We are also working on the Burt Township and Ely Township Recreation Plan and putting the finishing touches on the City of Menominee Recreation Plan in preparation of the final adoption.

Master Plan development is underway for the City of Ishpeming and Harris Township, and we recently submitted a proposal for the City of Negaunee Master Plan. We worked with the Harris Township to develop a Blight Ordinance.

We have completed our project selection for the MCACA Regional Regranting mini-grant program. We received 6 art project applications and 2 POD projects. The Panel Review Committee determined 5 of the art projects and 1 POD should be funded, leaving a balance of \$8,000 for the

second round of applications in January. Many of our usual applicants did not apply this year due to COVID.

Our CEDS is on schedule for completion by January. There is a 30-day public review period so the Commission should have a draft available for review by December. Our next CEDS Committee meeting is November 12. Ryan will be taking the Committee through a SWOT Analysis. He found an app that will allow the viewers to click on the information on the screen and add a virtual sticky note.

EDA CARES Act Grant: One of this grant's requirements is to develop a region-wide economic recovery and resiliency strategy that will also become a component of the CEDS. The strategy must include a focus on how the community will respond to economic injury due to COVID. CUPPAD plans to accomplish this through the assistance of a consultant. The consultant will be responsible for creating the Marquette County recovery strategy, which will provide a template for the other counties in the region. The resulting 6 recovery plans will become part of the CEDS. The RFP was posted in September and we have received some excellent proposals. Ryan put a selection committee together and they reviewed and ranked them this morning.

The Non-Emergency Medical Transportation plan project is also coming together. We have the GIS set up with the information needed to formulate an analysis showing where there is limited or no non-emergency transportation available in the Upper Peninsula. We will start conducting a virtual presentation of what we have for the various organizations, with the first group being the public transit agencies in January.

CUPPAD's website is being updated with a fresh new look, and we also have a new logo

## F. NEW BUSINESS

### F.1 Current Slate Commissioners by County

D. LaJoye stated that this report is intended to show vacancies, which local units are responsible for selecting representatives, and how participation occurs when the county is not a member. We hope Dickinson and Menominee County will become members in the near future to have a voice in matters related to CUPPAD activities. The CUPPAD Regional Commission is encouraged to support CUPPAD membership through their networks.

### F.2 FY21 Budget

D. LaJoye reported that this is a very conservative budget put together by Jill Beaudo, Michelle View and D. LaJoye. We list the projects that are pending but we don't report their revenues or expenditures until they actually happen as some projects such as the CDBG can be scheduled to occur within that fiscal year but they can be held up for numerous reasons.

J. Beaudo, added that there is also funding for a new position starting October 1, 2020 but that position has not been filled yet. We are asking for a few more hours from Emily Soucy whom we contract with already to keep projects moving forward but that isn't a lot of extra funds and we will have more local projects coming in throughout the year that will result in additional revenues.

**MOTION TO RECOMMEND APPROVAL OF THE FY21 BUDGET WAS MADE BY D. RIVARD, SUPPORTED BY T. EDELBECK; MOTION CARRIED**

### F.3 FY21 Meeting Schedule

T. Nelson noticed that the Quarterly Commissioners meeting in July should be July 23 and not the 24<sup>th</sup> as shown on the schedule as July 24 is a Saturday. **MOTION TO RECOMMEND APPROVAL OF THE FY21 MEETING SCHEDULE AS CORRECTED WAS MADE BY D. RIVARD, SUPPORTED BY R. DEJARDINS; MOTION CARRIED**

F.4 Memberships to date.

D. LaJoye reported that the information attached shows how our memberships this year compare to the previous year. Ideally, we want membership to increase so we can work efficiently in all communities in the central region. This year, CUPPAD mailed out due's notices to all local government units, including the counties, because we were later in getting them out. Typically, we mail our dues notices out in June to the townships, cities, villages, and counties in January. This year we sent them out to everyone in September and CUPPAD needs to follow up with more outreach.

T. Nelson announced that Gerry Tatrow, a Delta County Board Commissioner, will be the new Supervisor of Garden Township. G. Corkin encouraged Commissioners also to provide outreach to their communities to support CUPPAD because CUPPAD is here for them.

T. Nelson stated that Dickinson County is currently preparing their budget and recommended CUPPAD contact Barb Kramer, Dickinson County Commissioner, with membership information to get it in their budget.

D. Rivard suggested CUPPAD may be able to receive some secretarial assistance through volunteer services, and Jill Beaudo suggested increasing Emily Soucy's hours. G. Corkin expresses the need for CUPPAD to operate within its means.

I. NEXT MEETINGS

Executive Committee meeting is 11/19/2020 at 2:00 PM ET  
Quarterly Regional Commission is 2/26/2021 at 12:30 PM ET