

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

May 23, 2024
2:00 p.m. EDT

CUPPAD Office
2950 College Ave, Escanaba

PRESENT

Thyra Karlstrom, Marquette County
Kelly Livermore, Alger County
Peter Kleiman, Menominee County Townships
Jill Beaudou, Hannahville Indian Community
Mike Perilloux, Schoolcraft County
John Malnar, Delta County
Denny Olson, Breitung Township

ABSENT

Kathy Vermaat, Marquette County

OTHERS PRESENT

Dotty LaJoye, Executive Director, CUPPAD
Rachel Johns, Administrative Assistant, CUPPAD
Ryan Carrig, Community Planner, CUPPAD

CALL TO ORDER

The meeting was called to order at 2:00 pm by T. Karlstrom. Roll call was taken, and a quorum was present.

APPROVAL OF AGENDA

D. OLSON MOTIONED TO APPROVE THE AGENDA, SUPPORTED BY K. LIVERMORE; MOTION PASSES.

PUBLIC COMMENT

ACCEPTANCE OF THE MINUTES

P. KLEIMAN MOTIONED TO APPROVE THE EXECUTIVE COMMITTEE SPECIAL MEETING MINUTES FROM APRIL 26,2024, SUPPORTED BY J. MALNAR; MOTION PASSES.

J. MALNAR MOTIONED TO ACCEPT THE QUARTERLY REGIONAL COMMISSION MEETING MINUTES FROM APRIL 26, 2024, SUPPORTED BY K. LIVERMORE; MOTION PASSES.

TREASURERS REPORT

Jill Beaudou reviewed the grant balances report and identified contracts where expenditures

exceeded completed work. A specific concern was the MSHDA project as it showed \$63,000 charged but only 20% complete. She asked for clarification on the scope of work for MSHDA. Dotty explained that the MSHDA project functions as a grant funded by a work plan, not a deliverable-based contract. This structure allows for expensed employee hours at conferences and housing-related functions. Jill inquired about the percentage complete on the Forsyth Township Master Plan rewrite. The report reflected 50% of Emily's time allocated, yet only 20% completion is listed. Dotty clarified that the percentage complete column on the monthly report was not updated prior to the meeting as it was received late. Jill emphasized the importance of prioritizing completion of outstanding contracts before the fiscal year closes. This will maximize the positive fund contributions at year-end. **J. BEAUDO MOTIONED TO ACCEPT THE TREASURERS REPORT, SUPPORTED BY D. OLSON; MOTION PASSES.**

UNFINISHED BUSINESS

6.1 CUPPAD Bylaws

Dotty informed the committee of the progress on the bylaws review. To gain a deeper understanding of the organization's formation, Wendy Marcotte requested various documents, including the original bylaws. Dotty is searching the NMU Archives where these documents are stored and will provide them to Wendy as soon as possible. The legal review is more complex than anticipated resulting in a longer turnaround period and difficulty in providing an estimate of cost for the legal services.

EXECUTIVE DIRECTOR REPORT

Dotty LaJoye reported the hospital demolition project is nearly fully expended with 10% holdback until the deconstruction is completed. An amendment was created to incorporate the skywalk into phase 1 due to its partial attachment to a building that was funded by CDBG funds. The first payment request for 238 Cedar Street was submitted after two years. Due to its spanning multiple fiscal years, communication with the MEDC has been ongoing. The project requires the property owner to provide proof of a 40% payment to the contractor via cancelled check, which is currently outstanding. A lead abatement training program, sponsored by CUPPAD and Michigan Works, is scheduled for the week of June 10th. It is a four-day training program for Lead Paint Supervisors. This training is mandatory for personnel involved in government-funded lead-based paint projects. The deadline to register is May 28th. The Executive Committee was tasked with raising awareness of this training to relevant contractors. This action aims to increase participation and avoid cancellation of the training due to low enrollment.

Ryan Carrig shared a status update on the six counties involved in the multi-county materials management program, specifically the interlocal agreement, and the next steps following county approval. Delta County and Dickinson County approved signing the interlocal agreement. Marquette County will consider approval on June 4th. Menominee County will discuss approval within their next two meetings. Discussion continues in Alger County. Schoolcraft County has not yet responded to action being taken. No proposed changes have been received from any county. Once all counties approve the resolution authorizing the Chairpersons to sign the agreement, the Chairpersons will be empowered to sign the interlocal agreement and submit Notice of Intent to EGLE. EGLE requires Chairpersons to complete an online survey. Ryan will meet with each Chairperson to assist with the

survey completion and Notice of Intent submittal. The first committee meeting will be scheduled once a sufficient number of members are appointed by the counties. This interlocal agreement is currently being used by EUP, CUPPAD, and the western region of Michigan. A version of the CUPPAD agreement is also used in the Southwest and Southeast planning regions of Michigan. **A MOTION TO ACCEPT THE EXECUTIVE DIRECTORS REPORT WAS MADE BY P. KLEIMAN; SUPPORTED BY J. MALNAR; MOTION PASSES.**

NEW BUSINESS

June Executive Committee Meeting – The committee identified scheduling conflicts for the originally scheduled June 27 meeting. To ensure sufficient attendance and meet quorum requirements, a unanimous decision was made to reschedule the meeting. The meeting will be held one day earlier, on Wednesday, June 26, 2024. **P. KLEIMAN MOTIONED TO RESCHEDULE THE MEETING TO WEDNESDAY, JUNE 26, SUPPORTED BY K. LIVERMORE; MOTION PASSES.**

ITEMS FROM THE EXECUTIVE COMMITTEE

K. Livermore questioned Tracy's role in Materials Management. The Munising Marketplace lost funding through the MEDC. Low-income housing remains a potential use for the project funds, however, there are concerns from residents about locating low-income housing in the downtown area.

J. Malnar reported Billerud announced that they are no longer moving forward with their planned project in Escanaba. The effort to recall three county commissioners was a success. A positive first meeting was held with the newly installed county commissioners. Those in attendance expressed a lot of positive feedback.

P. Kleiman reported all is peaceful in Menominee County.

D. Olson reported all county board members will face challengers in the upcoming election. Breitung Township has faced staffing issues losing four board members since December. To address this, the township has hired a full-time financial person while the Treasurer retains their statutory duties. A similar approach is being considered for the Clerk position, as the current Clerk has announced their departure. The Billerud announcement was a real disappointment after many people worked very hard in an effort to secure the \$200 million for the project. The announcement raises concerns regarding continued operations of the Escanaba and Quinnesec mills.

M. Perilloux reported the Manistique City Council approved a resolution to establish a Special Assessment in Manistique for a tax for police and fire services. The public hearing on the assessment drew a large crowd and included concerns of misinformation. City Manager will explore grant fund options to potentially avoid service reductions due to funding shortfalls.

T. Karlstrom Marquette County is experiencing a high workload due to actively pursuing grant fund opportunities and managing numerous ongoing projects.

ADJOURNMENT

The Chair adjourned the meeting at 2:57 P.M.

D. OLSON MOTIONED TO ADJOURN THE MEETING, SUPPORTED BY J. MALNAR; MOTION PASSES.

Minutes prepared by Rachel Johns