

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

July 26, 2024  
12:30pm ET

Delta County Boardroom, Escanaba, MI  
Zoom and call options

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MEMBERS PRESENT

Thyra Karlstrom, Marquette County Member at Large\*  
Jill Beaudo, Hannahville Indian Community\*  
Peter Kleiman, Menominee County Townships\*  
John Malnar, Delta County Board\*  
Mike Perilloux, Schoolcraft County Cities\*  
Kathy Vermaat, Marquette County Planning Commission\*  
Denny Olson, Dickinson County Townships\* [Arrived 12:37 pm]  
Kathy Reynolds, Alger County Cities  
Mike Stelmaszek, Dickinson County Cities  
Jeff Carlson, Menominee County Planning Commission  
Connie Westrich, Menominee County Member at Large  
Emily Leach, Marquette County Member at Large  
Laura Skrubellos, Dickinson County Planning Commission  
Kristen Thornton, Marquette County Townships  
Zak Aubert, Menominee County Cities  
Randy Gorecki, Delta County Townships

MEMBERS PRESENT BY ZOOM

Bruce Birr, Schoolcraft County Commission [Joined 12:45pm]

MEMBERS ABSENT

Matthew Jensen, Delta County Member at Large  
Dan Rushford, Alger County Villages  
Kelly Livermore, Alger County Board\*  
Pam Johnson, Alger County Planning Commission  
Michelle Doucette, Alger County Townships  
John Denholm, Delta County Planning Commission  
Dean Seaberg, Alger County Member at Large  
Joe Stevens, Dickinson County Board  
Joe Derocha, Marquette County Board

\*Denotes Executive Committee Member

OTHERS PRESENT

Dotty, LaJoye, Executive Director, CUPPAD  
Ryan Soucy, Senior Planner, CUPPAD  
Ryan Carrig, Community Planner, CUPPAD  
Mike Tripp, GIS Coordinator, CUPPAD  
Jessica Walter, Associate Planner, CUPPAD  
Michelle Viau, UP Michigan Works

OTHERS PRESENT BY ZOOM

Joe Verlin, Gabridge and Co.

A. CALL TO ORDER

The meeting was called to order at 12:30 pm by Thyra Karlstrom. The Pledge of Allegiance to the Flag was recited. Roll call was taken, a quorum was present.

B. APPROVAL OF THE AGENDA

**MOTION TO APPROVE THE AGENDA WAS MADE BY P. KLEIMAN, SUPPORTED BY J. MALNAR; MOTION CARRIED.**

C. ACCEPTANCE OF THE MINUTES

**C1. MOTION TO APPROVE THE MINUTES OF THE APRIL 26, 2024, REGIONAL COMMISSION QUARTERLY MEETING BY K. VERMAAT, SUPPORTED BY R. GORECKI; MOTION CARRIED.**

**C2. MOTION TO APPROVE THE MINUTES OF THE JUNE 26, 2024 EXECUTIVE COMMITTEE MEETING BY J. MALNAR, SUPPORTED BY P. KLEIMAN; MOTION CARRIED.**

D. TREASURER'S REPORT

J. Beaudo provided a financial briefing for balances reflecting 75% of the fiscal year. Expenses and revenues are slight under budget considering the time of year. J. Beaudo had questions on expenditures related to the Connected Nation Telehealth Study, staff provided that expenditures had been less than Connected Nation had budgeted for local CUPPAD staff work, and the project is expected to wrap up by September. The budget line for Little Trout Lake will be closing with the final accrual of staff hours related to Julia Cogger's work as subcontractor, all CUPPAD staff work has been billed. Expenditures for the Garden Township Master Plan will begin to accrue quickly as the project has a distinct end date. Discussion ensued between Commission members and staff as to how the number of open projects reflected staff's current workload and capacity to take on additional work.

**MOTION TO ACCEPT THE TREASURER'S REPORT WAS MADE BY J. BEAUDO,**

**SUPPORTED BY E. LEACH; MOTION CARRIED.**

**E. EXECUTIVE DIRECTOR REPORT**

D. LaJoye provided an overview of the recent communication of denial from the EPA on an application to the Climate Pollution Reduction Grant program, which would have provided approximately \$10 million between UP regions to conduct home energy conservation projects. D. LaJoye also introduced J. Walter, new CUPPAD staff hire, to the Commission.

**MOTION TO ACCEPT THE EXECUTIVE DIRECTOR’S REPORT WAS MADE BY P. KLEIMAN, SUPPORTED BY M. PERRILOUX; MOTION CARRIED.**

**F. New Business**

F.1 Audit Review with Gabridge and Co. - Joe Verlin of Gabridge and Co. presented a summary of the FY2023 financial audit of the Commission. Gabridge gave the report an “unmodified opinion,” meaning no substantial issues were identified in financial documents and practices. The fund balance increased by approximately \$64,000 over the previous year, reflecting an increase in revenue, and the fund contains approximately 4 months of operating capital. The Commission’s net position and fund balance have been in a better position than the previous two fiscal years in comparison. There was also a lack of comments from Gabridge on internal financial controls, which is a positive reflection of the organization.

**MOTION TO ACCEPT THE FY2023 AUDIT WAS MADE BY P. KLEIMAN, SUPPORTED BY M. PERRILOUX; MOTION CARRIED.**

**G. OLD BUSINESS**

G.1 CUPPAD Bylaws – D. LaJoye described the background events that caused the Commission to recommend revision of the Bylaws, and work that had been accomplished by the Executive Committee and contracted outside counsel in review and updates. Still remaining is a question on who needs to be bonded by the insurance company in order to handle financials. Next steps for the Commission are to consider adoption at the October Regional Commission meeting. The final draft Bylaws will be sent out two weeks prior to the October meeting for review and comment in accordance with the current Bylaws. Committee members should provide comments to Dotty prior to the meeting. Information about membership, including anticipated vacant positions, will be sent out to all local units of government with the dues around January, in anticipation of seating new members at the February 2025 Commission meeting.

**H. PRESENTATIONS**

H.1 CUPPAD staff introduction and project updates – D. LaJoye gave an overview of staff activities and introductions to the Commission. R. Carrig gave a description of current planning and infrastructure projects he was working on. R. Soucy gave a description of

current economic development and specialized planning projects he was working on. D. LaJoye gave a description of E. Soucy's work for the Commission in her capacity as an independent contractor. M. Tripp gave a description of current GIS work on parcel and addressing projects, individual projects, and transportation asset management. J. Walter introduced herself to the Commission and related how she had found the position and what skills and experience she would be bringing.

#### COMMISSIONER UPDATES

J. Malnar gave an update on litigation related to the Line 5 pipeline development.

L. Skrumbellos gave an update on recent county-related projects and upcoming events.

K. Vermaat commented on recent articles published in "Rural Insights" and shared how to sign up for the site.

#### NEXT MEETINGS

Executive Committee meeting- August 28, 2024, at 2:00PM

Quarterly Regional Commission meeting- October 25, 2024, at 12:30- Lunch is served at noon.

**MOTION TO ADJOURN THE MEETING BY D. OLSON, SUPPORTED BY J. MALNAR;  
MOTION CARRIED.**

Meeting adjourned at 1:55 pm.

*Minutes provided by Ryan Carrig*