

**St. Clair County Metropolitan Planning Commission**  
**200 Grand River Avenue, Suite 202, Port Huron, Michigan – Conference Room A**  
**Wednesday** **April 18, 2007** **4:00 p.m.**

**MINUTES**

Chair Murphy called the meeting to order at 4:02 p.m.

**1. Roll Call**

Present: Murphy, Sass, Knight, DeBoyer, Heidemann, Sheehy, Tansky, Mrozek, and Andrews  
Excused: Cooper, Lockwood  
Guests: None  
Staff: Kauffman, Donaldson, Eschenburg, Floyd, Fulton, Latuszek, Schrader, and Struck

**2. Additions/Deletions/Changes to the Agenda**

Chair Murphy asked that the subject of a Joint Board of Commissioners and Metropolitan Planning Commission meeting be added as agenda item 11B. **Motion** by Knight supported by Sass to approve the changes to the agenda. Motion carried unanimously.

**3. Citizens Wishing To Address The Commission**

There were not any citizens wishing to address the Commission.

**4. Approval of Minutes**

A. March 21, 2007

**Motion** by Knight, supported by Sass to approve the minutes of March 21, 2007 as presented. Motion carried unanimously.

**5. Acceptance of Communications**

**Motion** by Sheehy, supported by Sass to receive and file the communications. Motion carried unanimously.

**6. Financial Reports**

A. March 2007

Staff stated that over \$11,000 has been received from SEMCOG for Asset Management work done. In addition, the billing for the SCCOTS quarter ending March 31 will go out tomorrow for approximately \$41,000. **Motion** by Sheehy, supported by Knight to acknowledge receipt of the financial reports.

**7. Consent Agenda**

A. Ira Township Master Plan Amendment to Incorporate Source Water Protection Program

*Staff recommends the Metropolitan Planning Commission find that the draft amendment to the Ira Township Master Plan fulfills requirements of Public Act 168 of 1959, the Township Planning Act (as amended):*

- *The draft amendments do not appear to be in conflict with the plan of any city, township or region located within or contiguous to the township.*

- *The draft amendments are consistent with the goals and objectives of the St. Clair County Master Plan.*

B. EN070503 – Particulate Matter 2.5 Ambient Air Monitoring Network

*Staff recommends that the Commission endorse the application for federal funding submitted by the Michigan Department of Environmental Quality. County and State plans are supportive of the air monitoring project. The project is consistent with county efforts to improve environmental quality through the use of monitoring and best management practices.*

C. LU 070549 – Broadway Park South Expansion, Phase I [Marine City, MI]

*Staff recommends that the Planning Commission endorse the application submitted by Marine City, as it is consistent with County plan and goals.*

D. HO 070574 – Developing Non-Destructive Rapid Diagnostic Tools for Improved Christmas Tree Production in Michigan

*Staff recommends that the Commission endorse the application for Federal assistance submitted by the MCTA, as the proposal is consistent with goals and strategies of the County Master Plan.*

E. EN 070600 – City of Port Huron Public Facilities Project

*Staff recommends the Metropolitan Planning Commission support this application for the following reasons:*

- 1. The proposed project is consistent with and well-supported by the City of Port Huron Comprehensive Plan and the St. Clair County Master Plan.*
- 2. The elements of the proposed project will result in enhancement of urban conditions and improve the quality of life for neighborhood residents.*
- 3. The proposed infrastructure improvements are a good use of CDBG funds and are in keeping with the overall mission of increasing homeownership, supporting community development and increasing access to affordable housing free from discrimination.*
- 4. All elements of the project are compatible with the urban environment.*

**Motion** by Heidemann, supported by Sheehy to approve the Consent Agenda. Motion carried unanimously.

## 8. Work Program Reports

A. Geoff Donaldson

Donaldson stated that Ira Township has received national recognition for their Source Water Protection Plan. Chair Murphy thought the Water Quality Board should recommend them for commendation.

B. Lori Eschenburg

Lori stated that she is in the process of placing the most frequently used websites on the CIS Website. There will be four section and several entries under each section.

The 2005 Aerial Flight has been closed out. Normally it is flown every five years; however, the GIS Coordinator has put it in the 2009-2010 Capital Improvement Program (CIP). There is a chance to receive money from the USGS for the urban area flights they do every three years. Nothing is firm, but if there is a possibility of doing the project, it has to be placed in the CIP.

Eschenburg gave an overview of her report on the proposed new fee structure. This is on the agenda under 12 A New Business.

C. Trevor Floyd

Floyd gave an update on the Damage Assessment Tools.

D. Mike Latuszek

Latuszek stated that the consultants from URS are in Conference Room B for the public presentation of the Long Range Transportation Plan. All commissioners and staff are encouraged to go and talk to the consultants to get any questions they have answered. They will be there until 7 p.m.

Discussion was held on the Range Road Corridor and the need to review the plan.

E. Kara Schrader

Schrader reported on a collaboration between the state and federal governments on labor market information that should be on the Internet in the near future.

F. David Struck

Struck reported on the Entrepreneurial Advancement Team (E.A.T.) program, the grant we received for training and where the group is at currently. The group is not looking to duplicate services, but rather trying to connect services. When someone is looking for information, they will have one place to go and get various information and contacts. Commissioner Andrews stated that the RESA is involved as well.

Struck stated that he has received word that we can proceed with our CDBG Housing Program and will reschedule the meeting with landlords in Yale and Capac in the near future.

**Motion** by Andrews, supported by DeBoyer to accept the Work Program Reports. Motion carried unanimously.

**9. Director's Report**

Master Plan Update:

Kauffman pointed out some suggestions for the Master Plan and looking at some short-term (5 year) strategic plans. In the 2000 Master Plan Update there was no consideration given to trying to identify priorities, who should be responsible for what, what resources should/could be used, and when to see if things have been done. There has been some movement in this direction over the last few years with the adoption of the Facilities Study, Capital Improvement Program, economic development, and transportation. If the Commission

supports this type of master plan, then staff can move forward. This would involve work done by other departments, however, this does not mean that the Planning Department is trying micromanage or tell other departments what to do, but rather to have the Board and community established guidelines out there for all to consider when setting priorities and budgets. This allows the whole organization to network and communicate what they want the community to be like.

Chronicle:

A copy of the draft Chronicle was passed out to the Commissioners. It will go out next week after a final review.

Township Assistance:

Kauffman stated that a memo is in the agenda packet to Grant Township as it relates to the update of their master plan. They did their own update in 1994 but find it is too much of a project for them to undertake by themselves and are looking for help from our department. They have talked to several consultants and have found it either too expensive or they were not comfortable with the type of work done by some of the consultants.

Grant Township has asked if we could help them out. After discussion with some of the County Planning Commissioners, it was suggested to the Township that they have some of their members take the Citizen Planner course. Several have already gone through the program and others have signed up for the on-line course.

The Township indicated that they like the idea of the county assisting them. They understand we would not write the plan for them. Kauffman told them that we could not even begin to get involved until fall due to projects staff is already working on.

Chair Murphy stated he met with the Chair of the Board of Commissioners and Administrator Groden and discussed the issue of doing work that can be done by the private sector, or facilitating with the township. This will ensure that the township's master plan complies with what we are trying to accomplish.

Commissioner Sass and Knight suggested sending copies of current master plans to them to review and use as guidelines as a lot of the language is the same.

Commissioner Andrews supported the whole process but advised that all parties have a clear understanding of the scope of work to be done and the ability to renegotiate if the costs escalates or staff finds they do not have sufficient time to do the work.

All commissioners were in agreement with staff proceeding under the above guidelines.

Chair Murphy reminded the Commissioners that we would not be the first county department doing work that is also done by the private sector. The Health and Equalization departments currently do contractual work for other entities.

**Motion** by Heidemann, supported by Sass to accept the Director's Report.

## 10. Chairperson's Report

### A. Checklist from Meeting

There is a checklist to be completed at each seat. Please turn in to Chair Murphy after today's meeting.

### B. Evaluation Summary from March 21 Checklist

A copy of the Evaluation Summary from the March 21 meeting is in the agenda packet.

### C. Other

Chair Murphy stated that he met with Administrator Groden and will continue to do some every two months. At this month's meeting, Administrator Groden stated that financially the county should be okay, even if the state continues to have problems with their budget.

Other items discussed with the Administrator included:

- County-wide water/sewer
- Bridge Planning Concepts (unified document to MDOT)
- Harsens Island Bridge, (traffic and sewage concerns)
- County-wide Wireless
- Joint Board of Commissioners and MPC Meeting
- Land Community Foundation received (good for wetland mitigation)
- CDBG – Rental Rehab Program for Yale and Capac
- Talking and thinking positively about St. Clair County

Chair Murphy stated that he visited the St. Clair Township Planning Commission meeting and would like to visit all the townships in the future.

If any commissioners have items they would like added to the agenda, please send them to Chair Murphy.

Reminder that June through August the meetings will take place at 3 p.m.

All commissioners are asked to send in their evaluation of the director to Chair Murphy.

**Motion** by Sheehy, supported by Sass to accept the Chairperson's report. Motion carried unanimously.

## 11. Old Business

### A. Master Plan Update

This was covered under the Director's Report.

### B. Joint Board of Commissioners and Metropolitan Planning Commission Meeting

After discussion, it was the consensus of the commissioners to schedule the joint meeting with the Board of Commissioners.

## 12. New Business

### A. Fee Schedule for Products

Kauffman stated that this was covered under Eschenburg's Work Program Report. The proposal is consistent with the County's Enhanced Access Policy. If approved by the Commissioners, it will be submitted to the Board of Commissioners for their review and information.

**Motion** by Sass, supported by Tansky to approve staff's recommendation for a charge of \$10.00 per megabyte for vector and \$1.00 per megabyte of raster. Motion carried unanimously.

### B. SCCOTS TIP Amendment – Capac

Latuszek gave an overview of the staff report passed out. **Motion** by Andrews, supported by Sheehy to approve the amendment to the TIP as presented. Motion carried unanimously.

### C. Economic Development

Considerable discussion was held on the announcement of a new axle plant by Chrysler in Maryville and a new plant in Capac by Keihin Michigan Manufacturing (a Tier 1 supplier to Honda). It was noted that this would not have been possible without cooperation of various entities like the MEDC, St. Clair County EDA, Community Foundation and the Citizens First Foundation.

Commissioner Knight was concerned of the tax loss to St. Clair Township as well as the fact that the St. Clair Township property to be annexed by Marysville under P.A. 425 has a multi-dwelling zoning, not industrial.

It was mentioned that many of the jobs for the axle plant will be individuals transferred from Detroit.

## 13. Adjournment

**Motion** by Sheehy, supported by DeBoyer to adjourn. Motion carried unanimously.

Respectfully submitted,

Dorothea Knight, Secretary

Prepared by:  
Dale Fulton, Office Manager