



Minutes

Southwest Michigan Planning Commission
FULL COMMISSION MEETING
Tuesday, April 15, 2025, at 9:30 a.m.

Meeting held in person at Van Buren ISD Conference Center

MEMBERS PRESENT:

Doroh, Kurt, Chair, Van Buren County Commissioner
Curran, Jim, Vice Chair, Berrien County Commissioner
Sinclair, Kim, Treasurer, Van Buren County Representative
Catherman, Rick, Van Buren County Representative
Cichon, Peg, Berrien County Representative
DeLong, Don, Cass County Representative
Dodd, James, Cass County Representative
Durm-Hiatt, Marge, Berrien County Representative
Ellspermann, Tom, Berrien County Representative
Fette, Dan, Berrien County Representative
Engle, Roger, Van Buren County Representative
Freehling, Teri Sue, Berrien County Commissioner
Gundersen, Kristen, Alternate Secretary, Berrien County Representative
Hanson, Sandra, Alternate Treasurer, Van Buren County Representative
Leary, Tina, Van Buren County Commissioner
Marchetti, Roseann, Cass County Commissioner
Northrop, Alan, Cass County Commissioner
Pantaleo, Paul, Berrien County Representative
Patterson-Gladney, Gail, Van Buren County Commissioner
Stauffer, Dick, Berrien County Representative
Torzynski, Robert, Pokagon Band Representative
Tyler, Doug, Cass County Representative
Wuerfel, Julie, Berrien County Commissioner

MEMBERS ABSENT:

Klemesrud, Kathryn, Berrien County Representative
Multhauf, Katie, Van Buren County Economic Development Ex-Officio
Preston, Linda, Secretary, Cass County Representative
Wood, Gary, Berrien County Representative

OTHERS PRESENT:

Vettraino, Maria, SWMPC Office Manager

1. CALL TO ORDER

Chair Kurt Doroh called the meeting to order at 9:30 a.m. and led those present in the Pledge of Allegiance. Office Manager, Maria Vettraino, took roll call, and a quorum was present.

2. ACCEPTANCE AND/OR REVISION OF CONSENT AGENDA

Chair Doroh presented the Consent Agenda with revisions to add 3A Minutes of Executive Committee Meeting. Peg Cichon moved to **“ACCEPT THE CONSENT AGENDA WITH REVISIONS.”** Rick Catherman seconded the motion, which carried unanimously.

3. A - MINUTES OF EXECUTIVE COMMITTEE MEETING, MARCH 28, 2025

Jim Curran moved to **“ACCEPT EXECUTIVE COMMITTEE MINUTES.”** Kim Sinclair seconded the motion, which carried unanimously.

B - EXECUTIVE DIRECTOR’S REPORT

Director Egelhaaf presented the report. Paul Pantaleo raised the issues relating to the designation of Berrien County air quality changing to “serious.” Egelhaaf responded that along with the downside, there has historically been funding that helps the county mitigate its status.

Issues have arisen with the SWMPC’s ability to engage the US EPA through its grant portal “ASAP.” Dan Fette noted that this has become an issue nationwide. Until it is resolved, the SWMPC will struggle to execute its Community Change grant award.

Kim Sinclair moved to **“ACCEPT THE EXECUTIVE DIRECTOR’S REPORT.”** Paul Pantaleo seconded the motion, which carried unanimously.

4. A - 2024 ANNUAL AUDIT DRAFT

Joseph Laudont with Lauterbach & Amen presented the SWMPC 2024 Annual Audit draft and explained the changes to be made before the final report.

The changes to be made to the draft include the following: the old SWMPC logo will be replaced by the current version; the 2024 fringe benefit rate will be inserted into page 10; on page 13, the reference to the Regional Prosperity Initiative will be removed; the reference to an interest rate on the SWMPC lease will be removed from page 16; also on page 16 the SWMPC’s Negotiated Indirect Cost Rate Agreement indirect rate of 59.02% will be inserted.

Director Egelhaaf and Chair Doroh suggested to the Board to approve the audit with the changes presented and that in anticipation of those changes as the only remaining alterations to the draft, that the approval constitute final approval if no

other changes are forthcoming.

Sandra Hanson moved to **“APPROVE THE 2024 AUDIT WITH AN UNDERSTANDING OF NO SIGNIFICANT CHANGES BEYOND THOSE DISCUSSED TO DRAFT.”** Gail Patterson-Gladney seconded the motion, which carried unanimously.

5. 2024 SWMPC ANNUAL REPORT

The SWMPC 2024 Annual Report was discussed. The Report will be distributed in a new way this year. Rather than sending the complete hardcopy version, a one-page flier will be sent that introduces the report and includes a QR code to find the digital version. Board members agreed that this made sense.

Marge Durm-Hiatt moved to **“APPROVE 2024 SWMPC ANNUAL REPORT.”** Doug Tyler seconded the motion, which carried unanimously.

6. 2025 OVERAL WORK PROGRAM

Egelhaaf explained that the Work Program was an excellent companion to complement the annual budget approved in February. It provides more detail on project themes across the entire portfolio.

Gail Patterson-Gladney moved to **“APPROVE 2025 OVERALL WORK PROGRAM.”** Dick Stauffer seconded the motion, which carried unanimously by roll call vote.

7. PUBLIC COMMENT

Dick Stauffer noted that CMAQ funding from Berrien’s air quality designation helped them build a non-motorized trail. Also, he reported that he has received happy reports from residents who now have access to broadband that they did not previously have. He thanked the folks involved in Berrien County’s efforts to connect residents to broadband.

8. PRIVILEGE OF THE FLOOR

No further comments from the floor.

9. ADJOURNMENT

Gail Patterson-Gladney moved to adjourn the meeting. Tina Leary supported the motion. The Chair declared the meeting adjourned at 10:28 am.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "K. John Egelhaaf". The signature is fluid and cursive, with the first name "K. John" and last name "Egelhaaf" clearly distinguishable.

K. John Egelhaaf, AICP

Date: April 15, 2025