



Wexford Joint Planning Commission

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Cadillac, Michigan 49601

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231-775-1138 x 6

DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, February 26, 2024

Meeting location: Wexford County Road Commission Meeting Room, 85 West Highway M-115, Boon, Michigan.

Coordinates: 44° 19' 32.5" N, 85° 34' 53.4" W (44.325685, -85.581500)

A. Call to Order@630pm, Pledge of Allegiance, Roll Call

Members Present: (See Attendance Sheet)

Paul Osborne, Chairman (Antioch)
Beverly Monroe, Secretary (Liberty)
Donna Taylor, Treasurer arrived late (South Branch)
Richard Harvey (Boon)
Lori Wetherell (Selma)
Marli Wendel (Slagle)

Members Absent: Randy Brewer, Vice Chairman (Springville)
Marty Dahlstrom (Cherry Grove)
Mike Woodward (Hanover)
Vacant (Wexford)

Others Present: Robert Hall, Zoning Administrator
Ben Townsend, Assistant Zoning Administrator
Heather O'Connor, Recording Secretary

B. Set/Amend/Approve the Agenda: Motion to Approve the Agenda presented made by Beverly Monroe, supported by Richard Harvey and passed via voice vote. See ([Agenda](#)).

C. Matters pertaining to citizens, in the following order:

1. **Wexford-Missaukee | Alliance of Economic Success**
 - a. **Speaker | Niki Schultz** – Plans for housing needs / childcare / recreation / talent pipeline
2. **Public hearing \ None Scheduled**

D. Public Comment – The Chair recognized zero (0) members of the public present. No comments offered.

E. Housekeeping Business

1. Consent Business
 - a. Approval of January 22, 2024 Minutes - Motion to Approve the January 22, 2024 Meeting Minutes as corrected noting **Donna Taylor as Present (Section A & E3)**: made by Richard Harvey supported by Marli Wendel and passed via voice vote. See ([Proposed Minutes](#))
 - b. Approval of Commissions Expense Report (pay the bills for February 2024) - Motion to pay February Bills (\$3523.84) made by Richard Harvey, supported by Beverly Monroe passed via voice vote. See ([Bills and Support Docs](#)).

2. Treasurer's Budget Report – Donna Taylor – See ([Bills and Support Docs](#)) Motion to approve the Treasurers report as presented made by Richard Harvey, supported by Marli Wendel passed via voice vote.
3. Planning & Zoning Report – Robert Hall – See ([Staff Report](#)).
 - a. ZBA | Staff Update

**** Action Item **** Member Michael Woodward | Hanover Township is requesting to attend the MTA conference | Registration cost is: \$390.00 | The WJPC has sufficient funds in the training budget to accommodate this request – **Staff recommends an approval to allow member Woodward | Hanover Township to attend the MTA Annual Educational Conference.**

Motion to approve allowance for any member of WJPC including Woodward | Hanover Twp to attend the MTA Annual Educational Conference made by Marli Wendel, supported by Donna Taylor and passed via voice vote.

F. Unfinished Business & Reports - (items considered here are taken up in the same order as established by the Commission to fix a priority for consideration and work done in the planning office)

1. Ad-Hoc (COMMUNICATION REPORT) Boon Twp – Harvey – March 4th 6:30pm @ Wexford County Road Commission
2. Ad-Hoc (JUNK & BLIGHT REPORT) Slagle Twp – Wendel – Staff Proposal

G. New Business –

1. Review DRAFT Budget for 2024/2025 fiscal year – Notes from Mr Hall \$25000 MDAR Rural Readiness Grant – Permit fee as \$42500.

Reviewed Exhibit A (251.721.827.00 Planning and Zoning Director Budget Proposal 2024/2025); (251.727.827.05 Assistant Zoning Administrator Budget Proposal 2024/2025); (251.721.827.705 WJPC | Per Diem Budget Proposal)

2. MTPP-Grant Resolution
**** ACTION REQUESTS ****

1. Michigan Townships Participating Plan – Grant Resolution | **EXHIBIT-D** | **Staff recommends pursuing the MTPP Grant marked as EXHIBIT-D in this report**

Motion to pursue the MTPP Grant up to \$5000 made by Richard Harvey , supported by Marli Wendel and passed via voice vote

3. Grobbel Environmental – Junk/Blight | R/R Grant proposal

****ACTION REQUEST** | JUNK | BLIGHT** – as a kick-off to the Rural readiness work, staff has verified that a training and documentation program proposal by Grobbel Planning and Environmental is eligible for reimbursement. **Staff recommends the acceptance of the proposal marked as EXHIBIT-C in this report.** The Recording Secretary has indicated availability to facilitate ZOOM access to encourage wide participation by the participating municipalities. Staff will assist member Wendel [Slagle Township] with getting the word out with when this opportunity will be offered.

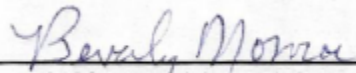
Motion to accept the proposal marked Exhibit-C; Proposal for Blight & Junk Yard Ordinance Training Session, Wexford Joint Planning Commission (WJPC), Wexford County, Michigan, made by Marli Wendel, supported by Beverly Monroe and passed via voice vote

4. Bylaws Review – to be addressed next meeting – first 10 pages

H. Public Comment – None offered

I. Adjournment – Motion to adjourn made by Richard Harvey, supported and adjourned at 8:01pm.

Prepared by Heather A. O'Connor, Recording Secretary, for Secretary
Respectfully submitted:



Beverly Monroe, (elected) Secretary