



Wexford Joint Planning Commission

% Cherry Grove Township 4830 E. M-55
 Cadillac, Michigan 49601
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DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, February 27, 2023

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@637pm, Pledge of Allegiance, Roll Call**

Members Present: (See Attendance Sheet)

Paul Osborne, Chairman (Antioch)
 Randy Brewer, Vice Chairman (Springville)
 Beverly Monroe, Secretary (Liberty)
 Donna Taylor, Treasurer (South Branch)
 Richard Harvey (Boon)
 Martin Robbins (Hanover)

Members Absent: Marty Dahlstrom (Cherry Grove)*
 Marli Wendel (Slagle)*
 Dan Prince (Selma)
 Ben Fleis (Wexford)

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

B. Set/Amend/Approve the Agenda: Motion to Approve the Agenda as 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. **Public Hearing**
 - a. None

D. Public Comment – Chair recognized zero (0) members of the public present. Mr. Brewer asked if the Zoning Administrator had received Springville's Zoning Ordinance Amendment letter.

E. **Housekeeping Business**

1. Consent Business
 - a. Approval of January 23, 2023 Minutes - Motion to Accept into Record the January 23, 2023 Meeting Minutes as amended (strike Minu under attendance after Ben Townsends name) made by Richard Harvey supported by Randy Brewer and passed via voice vote. See ([Proposed Minutes](#))
 - b. Approval of Commissions Expense Report (pay the bills for February 2023) - Motion to pay bills (\$2208.01) as presented made by Richard Harvey supported by Donna Taylor and passed via voice vote. See ([Bills and Support Docs](#))

2. Treasurer's Budget Report – Donna Taylor – taking admin fee and rent on quarterly basis – as Treasurer is not included on correspondence, Treasurer will reach out again for financial statement monthly. Motion to Accept into Record the Treasurer's Budget Report as presented made by Beverly Monroe supported by Richard Harvey and passed via voice vote. See ([Bills and Support Docs](#))
3. Planning & Zoning Report – Robert Hall – See ([Staff Report](#)). Zoning Ordinance Amendment Proposal has been sent to townships and received a majority – will be adopted after 8 days.

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. NONE

G. New Business –

1. Fee Discussion – See ([Staff Report](#)) – possibly one (1) fee that could be lowered would be the cost to amend a zoning ordinance. Discussion regarding the balance from budget year to budget year and the amount needed to maintain in the WJPC as operating costs going forward. Possibly look at how/how much the townships contribute based on budgets vs reducing fees.
2. Training Expense MTA (Ben) – See E.3.

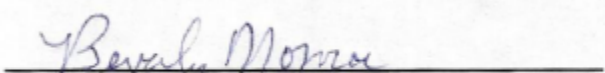
****ACTION ITEM** Staff requests to be able to spend \$390.00 for the Michigan Townships Association Annual Conference**

Motion to approve MTA Annual Conference fee of \$390.00 made by Beverly Monroe supported by Richard Harvey and passed via voice vote.

H. Public Comment – Mr. Harvey asked about line 715 Social Security line item in new budget – Mr. Townsend will research. Line stating base salary should say Contractor for ZA on invoice. What do we do with Consumers when they want to put in a solar farm and is it addressed in ZO – Mr. Townsend confirmed solar panels on residences are handled as accessories.

I. Adjournment – Motion to adjourn by Richard Harvey, supported and adjourned at 7:44pm.

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


Beverly Monroe, (elected) Secretary