



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, September 25, 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)
Mike Woodward (Hanover)
Marty Dahlstrom (Cherry Grove)
Marli Wendel (Slagle)
Lori Wetherell (Selma)

Members Absent: Richard Harvey (Boon)
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 as amended (see F 2 Unfinished Business & Reports) made by Marty Dahlstrom, supported by Randy Brewer and passed via voice vote. See ([Agenda](#))

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

1. None

D. Public Comment – The Chair recognized one (1) members of the public present No additional comments.

E. Housekeeping Business

1. Consent Business

- a. Approval of June 26, 2023 Minutes - Motion to Approve the June 26, 2023 Meeting Minutes as presented made by Beverly Monroe supported by Randy Brewer and passed via voice vote. See ([Proposed Minutes](#))
- b. Approval of Commissions Expense Report (pay the bills for JULY - AUGUST - SEPTEMBER 2023) - Motion to pay July Bills (\$5112.26) made by Marty Dahlstrom, seconded by Beverly Monroe passed unanimously; Motion to pay August bills (3829.96) made by Marty Dahlstrom, seconded by Beverly Monroe and passed unanimously; Motion to pay

September bills (\$4645.97) as presented made by Marty Dahlstrom supported by Randy Brewer and passed via voice vote. See ([Bills and Support Docs](#))

2. Treasurer's Budget Report – Donna Taylor – Motion to Accept into Record the Treasurer's Budget Report as presented made by Randy Brewer supported by Marli Wendel and passed via voice vote. See ([Bills and Support Docs](#))
3. Planning & Zoning Report – Robert Hall – See ([Staff Report](#)).

Master Plan – RESOLUTION letters were sent out to ALL participating municipalities asking for approval of the resolution recommending adoption of the Master Plan during their August meeting schedule.

AND

IMPORTANT: Staff has been advised that Cherry Grove Township is giving serious consideration to withdrawal from the Wexford Joint Planning Commission. Staff has attempted, on multiple occasions, to determine the underlying or root cause of any concern(s) (Master Plan, Zoning Ordinance, STR's) that may be supporting this action by Cherry Grove Township with limited success. It may be prudent for the WJPC to form and assign a committee to reach out to Cherry Grove Township to ascertain whether it is within our abilities (working together) to resolve any issues of misunderstandings. Typically, issues are resolved through thorough communication and dedication to reaching sustainable and acceptable solutions; not through abandonment of a worthwhile project that serves the greater community. In the meantime, staff will provide direction to Cherry Grove Township regarding the minimum requirements for effectuating a withdrawal from the Wexford Joint Planning Commission.

Note – Cherry Grove Township has historically been our 'office of record' as initially agreed to in the first year. In particular, they have the available infrastructure and space from which to conduct business (internet, phone, heat, lights, power, etc.). Cherry Grove Township has been a most accommodating location to work from on behalf of the WJPC. While we may wish to think of a positive outcome, we should be prepared to plan for how a withdrawal of Cherry Grove Township would be handled operationally.

Training / Items of interest: See attached Township Planning & Zoning Team Retreat being sponsored by MTA. The Zoning Administrator has registered to attend for continuing education – funds are in the budget to cover this event.

Staff recommends that any cloud based permitting consideration be placed on an indefinite hold until such time as the WJPC can better evaluate our current internal operating procedures. The funds [\$7,000] budgeted for this project can be better utilized for servicing our participating municipalities as specific needs arise.

SEPTEMBER-Participating Municipality Concern: Threatening / demanding emails are still a concern regarding Short-Term Rentals in Cherry Grove and Selma Townships. Staff has had to explain to various Township officials that we do not have a magic wand to waive in order to gain compliance. It is most important to make sure that property owners are afforded Due Process.

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. Master Plan Approval by Participating Municipalities – one shy of a majority and should be returned imminently (Slagle passed last night as reported by Marli Wendel)

2. Mileage & Attendance – (added to Agenda) Concern brought regarding mileage being paid if show up for meeting & meeting is canceled. The current process is if a quorum is not reached and a meeting is canceled because of lack of quorum mileage is paid. A motion by Randy Brewer, supported by Donna Taylor to pay the mileage to Marli Wendel for the August meeting which was canceled via email to due notice of no quorum, and passed. Motion by Randy Brewer - if meeting is canceled in advance, and commission member shows up noting notice was not received, mileage can be paid to commission member, seconded by Donna Taylor and passed unanimously.

G. New Business –

1. Discussion regarding Short-Term Rental solutions for participating municipalities – being available to assist with language for police-action
2. Discussion regarding WJPC vacancy and general attendance – Staff – Wexford still open
3. Discussion regarding Cherry Grove Township pending withdrawal from WJPC – Public hearing October 18th @ 5:15pm
4. Discussion regarding WJPC Committees – Committees of 2 or 3 members to work on projects/topics & bring back to entire commission to facilitate education and in-depth discussion for more informed decisions and recommendations – reach out to townships for involvement? Example – blight. **Agenda item for next meeting consider committees to form.**

H. Public Comment – Carol Perrin (Selma) noting Commission doing a great job.

I. Adjournment – Motion to adjourn by Marty Dahlstrom, supported and adjourned at 7:56pm.

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

Respectfully submitted: