

Wexford Joint Planning Commission

% Cherry Grove Township
 4830 E. M-55
 Cadillac, Michigan 49601
 (231)775-1138

Minutes

Time, date: 6:30 pm, Monday January 23, 2017

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. Vice Chair Osborne called the meeting to order at 6:31 pm.

Roll call was taken: Present: Richard Harvey Thelma Paul, Paul Osborne, Bev Monroe, Erica Szegda, Ronald Bates, Marty Dahlstrom, Sharon Zakrajsek, Donna Taylor.

Absent: Gary Emery, Dave Schroeder.

Others present: Kurt Schindler, MSU Extension, Bob Hall, WJPC Zoning Administrator were also present.

The Pledge of Allegiance was done.

B. Matters pertaining to citizens present at the meeting

There was no public present and no public comment.

Sarah Lucas from Northwest Council of Governments was scheduled to present, but was not in attendance.

C. Housekeeping business

Moved by Zakrajsek, seconded by Dahlstrom to approve the December 19, 2016 minutes, with a correction of the date. Motion passed with a voice vote.

The treasurer's report and payment of bills were discussed. Treasurer Taylor stated she needs to work with the staff at Cherry Grove because the accounts are not matching and records of bills paid is not clear. Preapproved bills still need to be approved. Cherry Grove has taken payment for fiduciary work and space rental (60 square feet) without an agreement or board approval. The deduction amounts to \$2,500.00 as was in the budget, but not approved. This amounts to 5% of the total budget. The rate of pay to a township treasurer for collection of taxes is 1% and MSU charges 2% so the percentage is in question. The estimated budget of \$2,500.00 per year was intended to be for fiduciary work and space, so suggestion was for \$1,200.00 in space rental and \$1,300.00 for fiduciary functions. **Zakrajsek moved, seconded by Paul, to authorize Taylor and Bob Hall to discuss with Cherry Grove staff and try to get an agreement. Motion passed with a voice vote.**

Moved by Zakrajsek, seconded by Harvey, to approve expense report of \$2,804.98 in bills for Jack Pine for computers, office equipment, website, supplies and board mileage and per diem of \$2,246.82. Motion passed with a voice vote.

The budget discussion started with social security deductions for Board per diems. Wexford County did not deduct so we will not deduct at this time. The budget needs to be ready for the annual meeting. Any fees collected in 2017 will be spend in 2018 so the budget will not reflect fees collected. Motion made by Dahlstrom and seconded by Paul to approve Taylor's budget as written but dependent on negotiations with Cherry Grove-all approved. **Motion by Zakrajsek, second by Bates, to follow Taylor's recommendation to move line items in 2016 budget to match the proposed 2018 budget. Motion passed after a voice vote.**

Bob Hall, Zoning Administrator, presented his report (see attached). He asked members to read several parts of the Zoning Ordinance to be prepared for an application. He also said he would need an additional \$2,250.00 for a laptop, projector, desk, etc. The projector should have 2,500 to 3,000 lumens and LED light, Epson has one. He would also like \$630.00 to attend the Michigan Township Association Training Conference. His other clients will reimburse so the final cost will be \$210.00 which will come out of the training line item. **Dahlstrom moved, seconded by Harvey to authorize this expenditure. Motion passed after a voice vote.**

Vice Chair Osborne signed the certification of two copies of the Wexford Joint Zoning Ordinance and Zoning Map to be placed on fire with the Joint Planning office and Wexford County Clerk, respectively.

Election of 2017 officers: Nomination of Chairman, Dave Schroeder. **Nominations were closed by motion by Monroe and second by Szedga, approved. All approved Schroeder for Chair.** Dahlstrom motioned that the slate of the rest of the officers, (Vice Chair, Secretary, Treasurer and Deputy Secretary) remain the same as 2016. Zakrajsek declined being Deputy Secretary. Motion died for lack of a second. **Dahlstrom moved, Szedga seconded, to nominate and elect Osborn as Vice Chair, Monroe as Secretary, and Taylor as Treasurer. Motion passed after a voice vote. Moved by Dahlstrom, seconded by Bates, to nominate and elect Szedga as Deputy Secretary. Motion passed after a voice vote.**

Monroe moved, seconded by Harvey to postpone review of bylaws to the March 2017 regular meeting. Motion passed after a voice vote.

D. Unfinished Business.

Harvey stated that there is resistance to zoning by the Boon township supervisor. Paul reported that Greenwood board likewise is showing lack of interest. Greenwood has made their appointment of Terry Garbrecht for the ZBA position. Suggestions of how to have good communication with township boards are to put on their agenda monthly a report of this Commission's business, forward all correspondence to township board members. All township board members will be invited to the Joint Planning Commission Annual Meeting.

The WJPC Zoning Board of Appeals still needs one alternate. No names were suggested.

Moved by Monroe, seconded by Harvey, the Annual Meeting will be February 27, 2017, at 6:30 pm at the Wexford County Road Commission building. Motion passed after a voice vote. Motion by Monroe, second by Dahlstrom, to authorize expenditure up to \$200 for Hall to spend for the Annual Meeting food. Motion passed after a voice vote.

Bob presented the Annual Report. **Moved by Paul, seconded by Harvey, to approve, with corrections, the annual report. Motion passed after a voice vote.** Posting of the meeting will be accordingly.

Discussion of Amendments to the Master Plan were postponed and Schindler asked that everyone read them. He also suggested that we maintain a list of Zoning Ordinance possible

amendments that we may want and do several in a batch.

Not all attendees had received the email of the meeting agenda and other materials.

Consensus that Sarah Lucas will be rescheduled for another meeting.

Schindler advocated the Commission should be looking for a planner of record and the best way is using the quality based selection method. He listed several we may want to consider and outlined the process of the quality based selection method.

At 8:31pm per our bylaws, Chair Osborne asked if we wanted to continue past the two hour mark and complete the agenda. Consensus was to continue and finish the agenda.

E. New Business.

Questions are accumulating on the issue of marijuana grow operations. A new state law has been adopted on this subject and Schindler recommended that we attend training about it. He also suggested that we study form based zoning because the commercial area in Cherry Grove Township is particularly appropriate for it.

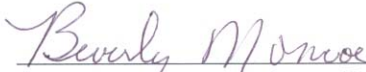
Dahlstrom left at 8:40 pm

Zakrajsek asked how we would be reimbursed for training. Kurt said we complete a form and present to the board for payment. It would be counted as the required continuing education.

F. Adjournment.

Motion Zakrajsek, second by Harvey, to adjourn at 8:44pm. Motion passed after a voice vote.

Respectfully submitted:


Beverly Monroe, [elected] Secretary