

Planning Commission Workshop

April 3rd, 2017

Called to order: 11:01 AM by Jim Hutchinson

Present: Jim Hutchinson
Brigitte "Ben" Neumann
Louise Sullivan
Mitch Begle 11:20 am

Agenda:

- 1 Meeting minutes
- 2 Payment for secretarial duties
- 3 Master-plan
- 4 MTA Conference in Lansing April 10. - 13. 2017
- 5 Other

Louise motioned, Brigitte seconds, All Aye – Jim leads the meeting

1) Ben reads minutes from last meeting March 15. 2017. Mitch motioned to accept minutes without changes, Louise 2nd it. All Aye.

2) Extensive work to organize and handle the Master-plan overdue is necessary. Organization of the whole Planning commission paperwork and filing is necessary.

a. All discussing the rate for hours and how many hours are necessary. Janitor makes \$17 for example.

b. The file cabinet at the township hall is in desperate needs for re-organization as well. Louise will ask the township board for payments of \$10 per hour for secretarial duties for up to 10 hours per month. Mitch motions, Jim 2nds – all aye

c. Master-plan should be in electronic form to work with.

J. Schrocka will search for current version. B. Neumann should bring the current version in electronic form after the money for secretarial duties is approved.

3) MTA Conference in Lansing

a. Louise hands out the printed form of the MTA program for classes. Louise, Jim and Ben will attend.

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4) Books for the planning and zoning commission are not up-to-date. J. Schroka distributes copies of the existing paperwork of master to all members.

5) MTA Handbooks for planning and zoning should be purchased for all members
Action – Louise Sullivan

The March MTA class for Ben could not be booked. Was on too short notice.
MTA classes for new Zoning commission members are coming up in May. Louise will bring question to Township board for 3 members for May 24.
Reduced prices for the planning and zoning books are available at this meeting.
more should be purchased that all members can work with current books.
Louise will forward request to clerk.

Meeting was adjourned at 12:03 AM by Mitch Begle

Respectfully submitted

B. E. Neumann