

**Colfax Township, Weldon Township and  
Village of Thompsonville  
Community Joint Planning Commission**

**Meeting Minutes – March 1, 2012**

The meeting was called to order at 8:15pm by Sue Meredith followed by the Pledge of Allegiance.

Present at roll call: Jack Richter, Shelley Greene, Peggy Minster, Sue Meredith, Bryan Matthews, Don Suchocki, Debra Franke, Eugene Allen and Craig Meredith. Absent: Pat Workman (unexcused).

Guests: Harry Burkholder, Don Tanner, Gene Houghton, Marian Mayer and Charles Mayer.

Citizen Matters. Public input: Don Tanner said governance has been set up for the new ten-county joint Economic Development Corporation and Benzie County has a voting board member. Marian Mayer said she appreciated the email notice for the open house.

Approval of Minutes. Don moved, seconded by Jack, to accept the February minutes with a correction to reflect Debbie's absence as excused. Ayes: all; motion carried.

Master Plan Project Session. Harry will compile comments from the open house and bring them to the next meeting. He conducted a future land use exercise covering types of land uses and locations. First, a reference map and suggested definitions of various districts were reviewed. Don noted the large amount of public land and limited opportunity for growth. Harry said while it reduces the area for land use planning, it generally supports the goal of directing greater density toward the village. Few agricultural areas appeared on the map, and Don was interested in seeing more as a way to promote farmers markets. Harry said this is an item in the goals and objectives and something to keep in mind going forward. Following the map and definitions review, members spent time discussing and coloring a map overlay to correspond potential desired land uses with general locations.

**Unfinished Business**

Budget. Jack reported the Colfax Township board approved the proposed budget. Eugene said the village had no issues with it. Shelley reported on the budget discussion with the Weldon Township board who requested continuation of one-third budget funding until the master plan is completed. Discussion was held on amending the ordinance, budget issues and ordinance language related to the budget. Jack moved to approve an administrative decision to continue with the one-third budget split through March 31, 2013. Motion seconded by Shelley; ayes: all; motion carried. Sue will obtain expenses to help determine required funding by the entities for the next fiscal year. Harry will prepare an email on progress to date for members to provide to their boards and council.

Zoning Administrator. Ad was placed in Record-Patriot; no responses received yet. Online ad was run on 9&10News website. Shelley is to publish ad again and expand to Cadillac News, Insider and Record-Eagle.

Insurance. Shelley reviewed discussion with Burnham & Flower. Agent suggested retroactive coverage at a very low premium for the JPC's first year. Policy would focus on liability; comprehensive-general would cover bodily injury and property damage; coverage for zoning not applicable now since there is no ordinance. Rough estimate (no underwriter input) for premium is \$1,000-\$1,200. Enforcement officer needs to be added to policy immediately when

hired. Shelley will continue working with B&F on a quote; Don and Gene will also obtain quotes for comparison.

Legal Advisor. Ongoing.

Training. Shelley reported that ParPlan has a grant program for training. Until the JPC has a master plan in effect for one year, reimbursement is made through each municipality. Shelley will provide copies at next meeting. Efforts are underway throughout the county to solicit interest in Citizen Planner training; it is a seven-week course three hours per week. Kurt Schindler will be notified that Sue, Debbie, Shelley and possibly Craig expressed interest. Sue will bring May 21 Placemaking workshop details to next meeting. Peggy will conduct zoning basics workshop March 3.

Annual Report. Shelley will continue working on the report and provide copies for each entity's March meeting. Expenses through February will be included as well as the proposed 2012-2013 budget.

### **New Business**

Meeting Schedule. It was agreed that regular meetings for the next fiscal year will continue to be held the first Thursday of the month at 7:30pm at the Weldon Township hall. Dates will be published in the Record-Patriot. If a regular meeting is cancelled, publication is not required but a notice must be posted (the ordinance requires the Joint Planning Commission to meet not less than four meetings each year).

Correspondence. Jeff Sandman, Record-Patriot editor, responded to Shelley's email concerning the open house. He expressed interest in the JPC's activity and may possibly attend in the future. She will prepare and send him an overview with future meeting dates.

Printer/copier. Sue asked Shelley to obtain three quotes.

Adjournment. Shelley moved to adjourn, seconded by Don. Next regular meeting is April 5. Meeting was adjourned at 10:12pm.

Respectfully submitted,

Shelley Greene  
Secretary