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Manistee County Planning Building • 395 Third Street • Manistee, Michigan 49660

6:00 p.m., Thursday
June 27, 2019

STRONACH TOWNSHIP HALL
2471 Main Street
Manistee, Michigan

MINUTES

A. Call to Order, Pledge of Allegiance and Roll Call.

Chair Ware called the meeting to order at 6:00 p.m.

Members Present: Phil Landis, Richard Schmidt, Rosemary Daniels, Kimberly Ware, Robert Rishel, Theodore Batzer and Sharon Goble

Members Absent: None

EX-OFFICIO MEMBERS PRESENT: Rob Carson, County Planner; Mike Szokola, Planner 1/GIS Tech; Kyle Storey, Planer 1/City Zoning Administrator and Nancy Baker, Planning Assistant

OTHERS PRESENT: Barb Rishel, Stronach Township Clerk; Phil Vadeboncoeur, Stronach Township Supervisor; Corey Carlson, McNeil Street resident; Gloria and Dennis Harrington, McNeil Street residents

B. Approval of the Agenda.

There were no corrections or additions to the agenda.

Mr. Rishel moved, seconded by Ms. Goble to approve the June 27, 2019 Agenda as printed. Motion carried with a voice vote.

C. Public Comment.

None.

D. House Keeping Business

1. Consensus Business.

a. Act to approve the May 23, 2019 Minutes.

There were no corrections or additions to the minutes.

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Mr. Rishel moved, seconded by Ms. Daniels to approve the May 23, 2019 Minutes as printed. Motion carried with a voice vote.

- b. Act to approve the May 2019 Expense Report.

The approval of the budget was suspended due to incomplete reflection of expenditures for the period.

Mr. Rishel moved, seconded by Ms. Goble to suspend approval of the May 2019 Expense until expenditures and contingency fund transfers are fully reflected.

A Roll Call vote was taken Yes: Mr. Rishel, Mr. Landis, Mr. Schmidt, Mr. Batzer, Ms. Daniels, Ms. Goble and Ms. Ware. No: None. Motion carried.

E. Unfinished Business and Reports.

1. Planning Department Update, Verbal—Mr. Carson

Mr. Carson: Mr. Carson addressed the members of the Commission with a verbal Planning Department Update.

Mr. Storey reported that a number of marihuana applications have been received however not all applications submitted will receive permits. The permits that will be issued will include a number of stipulations such as regulations for parking and pole signs.

Mr. Storey remarked work is being done with the County Conservation District in preparation to implement a grant that will supply funds to intercept nonpoint source pollution run off to lakes and streams.

Mr. Szokola stated a letter of intent to zoning committees has been sent out. Work on Manistee Township's master plan has begun. A great deal of data research for this project is needed.

Mr. Carson stated the Community Foundation grant was received for hiring an accountant and attorney to draft up documents to create the Trail Friends Group and to hire an engineer to figure Trail Plan cost estimates. The Scope of Work has been completed for a non-motorized trail plan. The Planning Department plans to seek public input on the Trail Plan Scope of Work by setting up a booth at a number of county and township festival events during the summer. Seeking public input at these festival events will attract attention of a broader audience to the County-wide Trail Plan and provide the opportunity to share more information regarding the Recreation Commission and the Friends Group.

Zoning contracts with the County Planning Department are moving forward. Onkama Township signed their contact. Bear Lake Village, Arcadia Township and the Village of Eastlake are coming onboard. Bear Lake Township has recommended adopting their zoning ordinance.

2. Meetings and Trainings Attended by Planning Commission Members

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Mr. Rishel attended the marihuana training. The training lacked sufficient information for local government entities to understand the rules because the State has not completed its administrative rulemaking.

Ms. Daniels attended the marihuana training. She understood there to be 3 separate laws which they made very confusing.

Chair Ware is working with other townships to seek a zoning contract with the Planning Department.

Ms. Goble attended the marihuana training. She stated the information given was about 3 separate laws which were not well integrated to allow adequate enforcement until the State addresses how to interpret them through the development of Administrative rules. She attended the Trail Committee meeting. The next step is designation and appointment of members to the Recreation Commission pursuant to the enabling act of the Recreation Commission. This step will move the trails forward.

Mr. Schmidt has been placed on the finance board for MI Association of Counties. The U.P. and northern Michigan counties will join as a group which will give them more leverage in Lansing.

3. GIS Update—Mr. Szokola

Mr. Szokola stated the workflow between several departments is improving as the departments work closely together to timely input data that will result in effective implementation of various county programs. The data system is now running correctly. The Equalization Department will be adjusting the workflow as splits and merging are done. 911 has produced a list of addresses in the system that will need to be cross-checked. The EMS located in Maple Grove Township is coordinated with Benzie County.

F. New Business & Communications.

1. McNeil Street/Snyder Road Address Issue—Mr. Szokola/Mr. Carson

Mr. Szokola addressed the members of the Commission with the McNeil Street/Snyder Road Address Issue. Mr. Szokola explained that any parcel issue is under the purview of the Equalization Department. The County Road Commission has the power to close roads not the Planning Department or Planning Commission. The PC has the power over address issues and changes. Sometime ago, the Manistee County Road Commission abandoned McNeil Street. The addresses that are issued off McNeil Street are in noncompliance with the 911 ordinance code and therefore are required to be changed. Three of the addresses are coming off South Snyder Rd and one address uses Hoxville Rd for access.

Mr. Szokola recommended the following address changes:
18382 McNeil Street to 3864 South Snyder Road,
18462 McNeil Street to 3826 South Snyder Road

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18455 McNeil Street to 3882 South Snyder Road
18400 McNeil Street to 18400 Hoxyville Road

Ms. Goble moved, seconded by Ms. Daniels to approve the recommended address changes as listed above.

A Roll Call vote was taken: Yes: Ms. Daniels, Mr. Landis, Mr. Schmidt, Mr. Batzer, Ms. Goble and Ms. Ware. No: None. Abstained: Mr. Rishel Motion carried.

2. City Pump Station Expenditure (Joslin Cove), verbal—Mr. Carson
Mr. Carson received a request from the City of Manistee for the BRA to approve the expenditure for the placement of the Joslin Cove pump station. The City Engineer and City DPW recently provided an estimate which is greater than the amount originally specified in the original Brownfield Redevelopment Agreement. Mr. Carson stated a BRA meeting is needed to approve an expenditure for this project.
Mr. Carson stated staff will not approve the estimated amount because the past approved BRA agreement allowed an amount that is less than what the city recently provided as an updated estimate.
3. Election of Officers
Secretary Goble asked for nominations for Chair.
Ms. Daniels nominated Ms. Ware for Chair. Ms. Ware accepted the nomination.

Ms. Daniels moved, seconded by Mr. Rishel to elect Ms. Ware as Chair of the Planning Commission. Roll call vote was taken. Voting yes: Ms. Goble, Ms. Daniels, Mr. Landis, Mr. Schmidt, Mr. Rishel, Mr. Batzer and Ms. Ware. Voting no: none. Motion carried.

Chair Ware asked for nominations for Vice Chair and Secretary.
Ms. Daniels nominated Mr. Rishel for Vice Chair. Mr. Rishel accepted the nomination.

Ms. Daniels moved, seconded by Mr. Landis to elect Mr. Rishel as Vice Chair of the Planning Commission. Roll call vote was taken. Voting yes: Ms. Goble, Ms. Daniels, Mr. Landis, Mr. Schmidt, Mr. Rishel, Mr. Batzer and Ms. Ware. Voting no: none. Motion carried.

Mr. Rishel nominated Ms. Goble for Secretary. Ms. Goble accepted the nomination.

Mr. Rishel moved, seconded by Mr. Landis to elect Ms. Goble as Secretary of the Planning Commission. Roll call vote was taken. Voting yes: Ms. Goble, Ms. Daniels, Mr. Landis, Mr. Schmidt, Mr. Rishel, Mr. Batzer and Ms. Ware. Voting no: none. Motion carried.

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G. Adjourn

Ms. Goble motioned, seconded by Mr. Landis to adjourn the meeting. The meeting was adjourned at 6:42 p.m.

Respectfully submitted,

Nancy Baker, Recording Secretary, for
Sharon Goble, Secretary, Manistee County Planning Commission
Date: June 27, 2019