

MINUTES

REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

DATE and TIME: July 8, 2015, at 7:30 p.m.

PLACE: Monroe County Courthouse Annex
Board of Commissioners' Committee Room
125 East Second Street
Monroe, MI 48161

MEMBERS PRESENT: Mary Webb (Chairman), Scott Assenmacher, Dan Brooks, Rebecca Curley, Floreine Mentel, Larry See Jr., Mike Sperling; Gary Wilmoth

MEMBERS EXCUSED: Mark Brant, Patrick Miller, Herb Smith

MCPC STAFF PRESENT: Rob Peven, Planning Director; Lee Markham, Planner

OTHERS PRESENT: Dan Bronson, Courtney Curley, Kel Reaume, Amber Virley

1. A quorum being present, Chairman Webb called the meeting to order at 7:30 p.m. and the Commission proceeded to transact business.

2. Chairman Webb led the Commission in the Pledge of Allegiance.

3. Adopt/Revise Agenda

Motion by Mrs. Mentel, supported by Mrs. Curley, to adopt the agenda

MOTION CARRIED

4. Approval of the Minutes of the June 10, 2015 meeting minutes

Motion by Mrs. Mentel, supported by Mr. Sperling, to accept the minutes of the June 10, 2015 meeting as submitted and place them on file.

MOTION CARRIED

6. Call to the Public – Chairman Webb had the public that was present introduce themselves to the Commissioners.

7. Correspondence & Information

A. Correspondence

1. Letter from Monroe County Farm Bureau – Chairman Webb stated that the Farm Bureau is starting a Policy Development Committee and are asking for resolution suggestions from community groups and public officials.
2. Email from Amy Malmer, SEMCOG dated June 23, 2015 – Mr. Peven stated that SEMCOG is starting work on a regional CEDS and that he has been invited by them to sit on the task force. He stated that they will be traveling to each of the counties including Monroe County for project input.
3. Letter from Nancy Nyquist, MDARD dated June 16, 2015 – Mr. Peven stated that Tim Lake received a letter from MDARD stating that the soybean processing plant feasibility study has been selected for funding. The grant is for approximately \$60,000 that will be used to hire three different consultants. Mr. Peven stated that the grant was only open to non-government agencies so that is why Mr. Lake's organization applied for the

grant, but that the County has been working very closely with him on this project and that the Planning staff's time was used as part of the local match.

4. Letter from Nancy Johnston, Office of Land Survey and Remonumentation dated June 18, 2015 – Mr. Peven stated that the 2014 remonumentation grant was successfully closed out.

B. Information

1. SEMCOG public notice regarding 2040 Regional Transportation Plan
2. Monroe County Road Commission – *The Open Road* – May/June 2015
3. Village of South Rockwood – *The Southern Post* – July 2015

Motion by Mr. Sperling, supported by Mrs. Curley, to accept the Correspondence and Information and to place them on file.

MOTION CARRIED

8. Old Business:

A. Partners in Planning Update

1. Erie Township Mapping Project – Mr. Peven stated that the Township is still reviewing the draft property maps.
2. Milan Township Land Use Plan – Mr. Peven stated that the Township has forwarded its Draft Plan for review and that it is on the County Planning Commission's agenda for tonight.

B. Monroe County Remonumentation Program – Mr. Peven stated that there was a recent meeting in Lansing to go over procedures and changes for the program.

C. Monroe County Solid Waste Management Plan – Mr. Peven stated that the Solid Waste Committee met in June and approved some amendments to the Plan. It is now going through public review before it goes to the Board of Commissioners for final review. Mr. Wilmoth, who is on the Solid Waste Committee, summarized the proposed expansion plans for the Erie landfill, including the addition of a transfer station.

D. Monroe County Capital Improvements Program – Mr. Markham stated that the Commissioners on the committee met with Mike Bosanac, who presented a total of eleven buildings and grounds projects and six parks and recreation projects. Some proposed projects from Central Dispatch were also presented, and the Planning Commission's aerial photography will also be listed. Mr. Markham went through the tables in the CIP document for the Commissioners, stating that the public safety projects were rated highest.

Mr. Brooks asked if Staff was satisfied with the scoring of the projects. Mr. Markham and Mr. Peven stated that they were satisfied.

Motion by Mrs. Curley, supported by Mr. Wilmoth, to approve the Monroe County Capital Improvements Program project list.

MOTION CARRIED

E. The County Planner – Planning Newsletter – Mr. See passed out a draft copy of the County Planner newsletter to the other Commissioners. He stated that he has already caught a few mistakes so he will be making some additional changes before the document goes to Printing. Several Commissioners found some minor corrections that needed to be made. Mr. Brooks stated that he would like to take the draft copy home to critique it and he will send any of his suggested changes to Mr. Peven. Other Commissioners agreed that they would do the same. Mr. Peven thanked Mr. See for his hard work.

9. New Business:

A. Consent Agenda

200.3-6-15-2 Milan Township Master Plan Update

Milan Township has forwarded a copy of their 2015 Master Plan Update to the Monroe County Planning Commission for review and comment. In compliance with the Michigan Planning Enabling Act, the Township is required to submit the Plan to the County Planning Commission for review and the County has 63 days to review the Plan and offer any comments.

Recommendation: Staff recommends that the Monroe County Planning Commission submit the above comments to Milan Township.

Mr. Peven stated that the Township made only minor amendments to its Plan, including amending its Future Land Use Plan Map and eliminating the tech research office park classification, as there has been no interest expressed in this type of development within the Township. The area that formerly had this designation will now be designated as agricultural or residential. Mr. Peven stated that Staff authored the changes to this Plan as part of the Partners in Planning program.

Motion by Mr. Brooks, supported by Mrs. Mentel, to approve the Consent Agenda and to accept Staff's recommendations

MOTION CARRIED

B. Monroe County FOIA Policy – Mr. Peven presented the new FOIA guidelines to the Commissioners and stated that this policy was adopted by the County Board recently in order to be consistent with the State Act. He stated that there will now be a single channel by which all County FOIA requests will be submitted. Mr. Wilmoth stated that this policy will also prevent the public from being overcharged for any requests.

9. Budget & Finance

A. Second Quarter financial statement – Mr. Peven presented the second quarter financial report. He stated that 51% of the budget has been spent so the department is right on track. He stated that the planning conference budget has not been spent yet but that the Michigan Planning Conference is in Detroit later this year and the Ohio one will be in Toledo.

B. Planning Commission Financial Report June 30, 2015

C. Proposed Operating Budget 2016-2017 – Mr. Peven stated that he has submitted the preliminary department budget already for 2016 and 2017, and that he told the Finance Department that the budget was a draft budget pending Planning Commission approval of it tonight. He stated that the Finance Department suggested exactly the same amount be spent for the Planning Commission's budget for these years. Mr. Peven pointed out a couple of changes that he suggested to the budget, including more money budgeted for overtime pay, as it would give Jeff Boudrie more time to commit to property mapping projects on the weekend. The only other major change was to pay for an internet connection to the CORS tower for surveying purposes.

Motion by Mr. Sperling, supported by Mrs. Mentel, to accept the 2016-2017 Planning Commission operating budget proposal

MOTION CARRIED

10. Committee Member's / Director's Report

A. Lake Erie Transit (LET) Commissioner Report – Mrs. Mentel stated that there was no meeting in July due to the holiday.

B. Monroe County Parks and Recreation Commission Report – Mrs. Mentel stated that the upcoming meeting will be on July 13th. She stated that the upcoming tractor show will not be at Nike Park this year due to the standing water in the camping area. She stated that the show will be in the parking lot of the Monroe County Fairgrounds that the little train runs adjacent to. The camping will be in the lot next to that one. They are still trying to get

permission for the fireworks. She stated that unfortunately the permits at the Fairgrounds are more expensive than acquiring them at Nike Park, but she is hoping that they will sell more tickets due to the location this year.

- C. Monroe County Road Commission Report – Mr. Assenmacher stated that they will be starting into heavy construction season once the weather subsides. He mentioned that the web link to the construction map for the County is in the MCRC's Open Road newsletter. He stated that there will be a few changes to the project list due to the federal funding situation backing up some projects. Mr. Brooks complimented the work done at Telegraph and Stewart Roads.

11. Other Items from Members –

- A. Chairman Webb asked the young people in the audience if they had any questions about the meeting. No members in the audience had questions. She stated that she was glad that they were in attendance and hoped they had learned some things.

12. Next meeting is scheduled for Wednesday, August 12, 2015 at 7:30 p.m.

13. Adjournment: Motion by Mr. Brooks, supported by Mr. Sperling, to adjourn the meeting. The meeting concluded at 8:14 pm.

MOTION CARRIED

MEETING ADJOURNED

:rds