

Minutes

Monday, July 17, 2023

1. **Call to Order** - *Chair Carolan called the meeting to order at 1:00 p.m.*
2. **Roll Call**
Members Present: *Namrata Carolan, Chair; Troy Reehl, Secretary; Michael Clark; Steve Lanius; Jack McLain*
Members Absent: *Annette Scoville-Excused; Susan Smith-Excused*
3. **Public Comment** - *None*
4. **Correspondences** - *None*
5. **Approval of Minutes** - *Motion by Clark to approve the May 15, 2023 minutes. Second by Reehl. Approved unanimously.*
6. **Approval of Agenda** - *Motion by Reehl to approve the July 17, 2023 agenda with the addition of item c. under New Business to discuss changing the time for future meetings. Second by Lanius. Approved unanimously.*
7. **Public Hearings** - *No public hearings scheduled.*
8. **Unfinished Business** - *No unfinished business listed.*
9. **New Business**
 - a. **Farmland and Open Space Preservation Program Applications**
 - i. **Camden Township - Graber (Section 23 T8S R4W 80 acres m/l)**
Program Type: Farmland Development Rights Agreement - *Motion by Reehl to postpone review of the application until Question 13 is answered and the application is considered complete. Second by Clark. Approved unanimously.*
 - b. **2024 Budget Request** - *Motion by McLain to submit the following 2024 Hillsdale County Planning Commission budget request to the Budget Committee of the Hillsdale County Board of Commissioners:*

BUDGET REQUEST		2024
PLANNING COMMISSION		BUDGET
GL NUMBER	DESCRIPTION	REQUEST
101-701.00-704.000	PERMANENT SALARIES	8,670
101-701.00-707.000	PER DIEM- PLANNING	1,350
101-701.00-715.000	FICA	620
101-701.00-716.000	MEDICARE	146
101-701.00-718.000	RETIREMENT	564
101-701.00-727.000	OFFICE SUPPLIES	50
101-701.00-729.000	POSTAGE	100
101-701.00-860.000	TRAVEL/MILEAGE	1,000
101-701.00-861.000	SEMINARS & EDUCATION	2,000
101-701.00-862.000	SPECIAL PROJECTS	10,000
101-701.00-900.000	ADVERTISING	500
TOTAL APPROPRIATIONS		\$ 25,000

Second by Reehl. Approved unanimously. The budget request includes the addition of staff to assist the planning commission. A request will be made to schedule a meeting with the Budget Committee to discuss this request in detail.

- c. *Change Starting Time of Future Meetings - After much discussion a motion was made by Clark to change the start time of the Planning Commission meetings to 7:00 pm and the day of the week to Wednesday beginning September 20, 2023. Second by Lanius. Approved with one No vote (McLain).*

10. Any Other Business/On-going Business

- a. **Continued discussion on update of Master Plan**
 - i. *Review Region 2 Planning Commission Proposal – There was much discussion on how to proceed with updating the Master Plan. It was the consensus to reach out to Michigan State University Extension (MSUE) for an update of options for assistance they may provide to the Planning Commission. Further consideration to the Region 2 proposal, MSUE assistance and other assistance that may be available will be made at future meetings and in conjunction with the 2024 budget request outcome. In the meantime, members of the Planning Commission will continue to review the previously adopted plan along with the working draft that has been ongoing to identify where changes and updates need to be made.*
- b. **Review of members terms expiring at the end of 2023**
 - Townships (Carolan),
 - Industrial & Economic Development (Smith)
 - Environmental & Natural Resources (Clark)
 - Citizen At-Large (Scoville) - *There was a review of members that will have expiring terms at the end of 2023. The Hillsdale County chapter of the Michigan Townships Association will be asked to nominate an individual to represent Townships. A request will be sent to the Economic Development Partnership to nominate an individual to represent Industrial and Economic Development. Requests for an individual to represent Environmental and Natural Resources will be sought. The Citizen At-Large position should be addressed by the County Board of Commissioners through the “Appointments to Boards and Commissions” section of their most recent “Rules of Procedures and By-Laws.*

11. Public Comment - None

- 12. Adjournment - Motion to adjourn by Lanius. Second by McLain. Approved unanimously to adjourn at 2:35 p.m.**

Troy Reehl, Secretary

Recorded by: Nicolas Wheeler, Equalization Director, County of Hillsdale