

Crystal Lake Township Planning Commission
Draft Minutes Special Meeting
Organizational Meeting & Election of Officers
Wednesday, May 29, 2013 @ 7PM at the Township Hall

Call To Order: 7:06 PM

Pledge of Allegiance

Roll Call of Officers: Herd, Laarman, S. May, T. May, Wright

Recognition of Visitors: Monica Schultz, Cathy Morris, Jessica Carland

Quorum present

Purpose of Special Meeting stated by Greg Wright: to focus on organization, priorities and responsibilities; and to keep very focused on the agenda.

Motion to approve agenda moved S.May, seconded Wright, all ayes; motion passed.

Motion to approve minutes deferred to next meeting.

Correspondence

Chair Laarman received correspondence regarding the Aquatic Nuisance Ordinance; reported on Elberta's decision regarding migrant workers; and gave a synopsis on a recent Benzie Conservation District meeting. Township residents can drop garlic mustard at the Recycling Center on Wednesdays from 5-7PM and Saturdays from 10-2. He received a copy of the letter to the DNR. June 1st is International Trail Day.

Point of order by Greg Wright: Correspondence consists of letters addressed to the Planning Commission that are to become a part of the public record.

8. Public Input

Monica – Thursday June 27. 6-9pm Priority Share Meeting with all Lakes to Land boards and planning officials. The purpose is to share the top five draft priorities. The meeting will be held at the Pleasanton Valley Community Center in Arcadia.

Organizational Meeting

Election of Officers will be on July 24, 2013 however the Vice Chair position is open and Tammy May resigned as Secretary

Motion to nominate Greg Wright as Vice Chair (accepted) moved Bill Herd, seconded Laarman, all ayes, motion passed.

Motion to nominate Sharron May as Secretary (accepted) moved Greg Wright nominated Sharron May seconded Bill Herd, all ayes, motion passed.

Committee Appointments

a. **Bill Herd** and **Tammy May** were appointed to the **Capital**

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Improvements Committee as required on Page 3.5 of the Bylaws.

b. **Greg Wright** was appointed to the **Zoning Board of Appeals**.

c. **Sharron May** and **Tammy May** were appointed to the **Master Plan Committee**. Citizens **Monica Schultz** and **Jessica Carland** were invited to be on the committee and accepted.

d. **Bill Herd** and **Greg Wright** were appointed to a **Committee to work on Article 10 of The Zoning Ordinance**.

Discussion: There was a question of protocol o the **Aquatic Nuisance Ordinance**. Should that have gone through the Planning Commission before being adopted?

Meeting Schedule

Motion to change the bylaws so that regular Planning Committee meetings were held monthly moved S. May; seconded Herd; 1 aye; four nays; motion failed.

Discussion: Meetings will be held the 4th Wednesday of every month through October 24. The regular meeting schedule will stay the same and Special Meetings dates will be added. Meeting dates: Special Meeting June 26; Regular Meeting July 24 ; Special Meeting August 28 and September 25; Regular Meeting October 23. Discussion on whether notices of committee meetings are necessary. Wright's interpretation of the Open Meetings Act was that it was unnecessary because no decisions or actions would be taken. S. May advocated for it as a gesture of transparency and suggested letting each committee decide.

Issues/Agenda for next meeting:

Committee Reports. It was encouraged to email a report the week before the meeting (June 19th) in order to be included with the agenda and for efficiency at meetings.

Public Input

Monica Schultz requested that Master Plan Committee members stay after the meeting to determine meeting date and topics.

Next meeting date: Special Meeting June 26, 2013 at 7PM at the Township Hall.

Motion to adjourn moved S. May; seconded Herd; all ayes; motion passed.

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Meeting adjourned at 8:35PM.