

**Hastings Charter Township
Barry County
Rutland Charter Township
Carlton Township
City of Hastings
Joint Planning Alliance**

**Draft Meeting Minutes
December 20, 2010**

Members Present: Miner, Wiswell, Haywood, McManus, Redman, Warren, Medendorp, Jasperse, Mansfield, Brown, Carr.

Members Absent: Carpenter, Lenz.

Ex-Officio Members Present: Stolsonburg, Byrnes.

Ex-Officio Members Absent: None.

Others present: Michelle Skedgell (PCCI), Bonnie Hildreth (BCF), Dave Hatfield (JPA Advisory Group), Jenee Phillips (JPA Working Group).

The meeting was called to order at 6:00 p.m. by Chairman Carr.

Carr asked for comment regarding the minutes of the November 15, 2010 meeting of the Joint Planning Committee, the agendas for the November 17, 2010 and December 15, 2010 meetings of the Rutland Township Planning Commission, the draft minutes of the October 20, 2010 and November 17, 2010 meetings of the Rutland Township Planning Commission, and the draft minutes of the December 6, 2010 meeting of the City of Hastings Planning Commission. No comment was forwarded.

Wiswell asked for an opportunity to comment on the minutes of the November 15, 2010 meeting of the Joint Planning Alliance.

Carr asked for additions or changes to the draft agenda for tonight's meeting. Carr asked that agenda item 7.d. (Rockford/TES presentation) be moved to the first item under New Business to accommodate the representatives from Rockford/TES present tonight's meeting. No other comments were forwarded. Motion by Carr, second by Wiswell to approve the agenda after amendment per Carr's request.

Motion carried.

Carr asked for comment from the public. No comment was forwarded.

Carpenter arrived at 6:05 p.m.

Carr asked the representatives from Rockford/TES to introduce themselves. Roger Rehkopf of Rockford Companies, Bruce Thompson of Rockford Companies and Randy Falconer of Technical Energy Solutions introduced themselves. Rehkopf and Thompson distributed an outline of a PowerPoint presentation on the Rockford/TES energy portfolio concept. Rehkopf and Thompson explained the presented and explained the PowerPoint presentation, and the steps that Rockford/TES would take in completing the energy portfolio analysis. Rehkopf explained that the initial phase of the project would be an inventory and analysis of the area's assets, and the identification of possible energy related projects. Rehkopf stated that Rockford could provide consultant services for this initial work, and that the JPA should consider issuing an RFQ to solicit competitive proposals for such consultant services.

Mansfield explained that the JPA's geographic area seemed a logical area for the purposes of the energy evaluation and analysis. Mansfield explained that Pierce Cedar Creek Institute and the Barry Community Foundation had offered to partner with the JPA in some capacity on the energy portfolio project. Mansfield stated that representatives from the JPA could work with Michelle Skedgell of PCCI and Bonnie Hildreth of the Community Foundation to refine the consultant RFQ for the energy project, and bring the RFQ before the JPA at the next meeting. The JPA could then further consider its appropriate role in the project and consider issuing the RFQ. Consensus of the JPA was to have representatives from the JPA work with PCCI and BCF to further refine the RFQ and present it back to the JPA at the next meeting.

Carr introduced further discussion regarding the minutes of the last JPA meeting. Wiswell asked for several clarifications regarding matters discussed at the last meeting.

Motion by Wiswell, second by Redman to approve the minutes of the November 15, 2010 meeting of the Joint Planning Committee, and to receive and place on file the agendas for the November 17, 2010 and December 15, 2010 meetings of the Rutland Township Planning Commission, the draft minutes of the October 20, 2010

and November 17, 2010 meetings of the Rutland Township Planning Commission, and the draft minutes of the December 6, 2010 meeting of the City of Hastings Planning Commission.

Motion carried.

Carr asked for comments from the members of the JPA regarding recent activities within their respective jurisdictions.

McManus reported that little activity had occurred within the scope of the Planning Department for Barry County.

Mansfield stated that the City was considering rezoning of four parcels of land on the north side of West Green Street between Broadway and Jefferson Street from R-2 One Family Residential to A-O Apartment Office. Mansfield distributed a map of the area proposed to be rezoned, and explained that the proposed rezoning was consistent with the City's Master Plan and the Joint Land Use Plan. Motion by McManus, second by Brown that the JPA finds the proposed rezoning to be consistent with the Joint Land Use Plan.

Motion carried.

Mansfield stated that the City was also considering extending its moratorium on the issuance of licenses, permits or zoning approval for uses related to medical marijuana. Haywood stated that Rutland Township had elected to take no action related to medical marijuana.

Haywood and Warren stated that there was little activity occurring in Rutland Township. Haywood stated that he believed that there was potential for a collective septage/municipal sludge/agricultural waste biomass energy project in the JPA area, as well as for solar projects.

Carr reported that Rutland Township had continued suspension of further consideration of the Township's incorporation of the Joint Land Use Plan into their Master Plan and consideration of the Joint Zoning Overlay ordinance to allow time for the development of an intergovernmental service agreement (currently being worked on by the JPA Working Group).

Carr introduced consideration of the concept outline for the development of an intergovernmental agreement as developed by the JPA Working Group with the

assistance of Gerald Fisher. McManus presented and explained the concept outline. Consensus of the JPA was that the concept outline provided a structure for development of an intergovernmental services agreement that was acceptable to all of the parties. Motion by Wiswell, second by Medendorp that the JPA approves the concept outline for an intergovernmental services agreement, and to schedule a meeting with the elected officials and members of the planning commissions from the units of government participating on the JPA for January 17, 2011 to present the concept outline dated November 30, 2010 to these officials.

In favor: Miner, Wiswell, Haywood, McManus, Redman, Warren, Medendorp,
Jasperse, Mansfield, Brown, Carpenter, Carr.

Opposed: None.

Absent: Lenz.

Motion carried.

Motion by Wiswell, second by Carr to hold the meeting of the elected officials and planning commission members to review the concept outline for the intergovernmental services agreement on January 17, 2011 at the Ever After Banquet Facility and to approve the expenditure of \$200 from the JPA's reserve funds to pay for the use of the facility.

In favor: Miner, Wiswell, Haywood, McManus, Redman, Warren, Medendorp,
Jasperse, Mansfield, Brown, Carpenter, Carr.

Opposed: None.

Absent: Lenz.

Motion

Carr asked for a report from the JPA Website Committee. Redman reported that the website as fully functional and up to date.

Carr asked for a report on the USEPA Brownfield Grant program. Mansfield stated that there were no new projects underway, and that applicants for new projects were still being sought. Wiswell asked for a financial report for the next meeting. Byrnes reported that the BCEDA had recently issued letters soliciting applications for potential projects to be funded under the USEPA Brownfield Grant program. Byrnes stated that the letters had been sent to local financial institutions, attorneys and realtors.

Carr asked that the JPA hold an election of officers in 2011. Carr asked that the election of officers be added to the list of JPA work tasks.

Carr stated that he was working with an individual who may be able to solicit grant funding for the work of the JPA. Carr asked that the City and BCEDA provide the individual with instruction related to writing grant applications if necessary. Mansfield and Byrnes agreed to do so. Byrnes suggested that MSUE may also be able to provide assistance.

Carr asked for additional comment from the public. No additional comment was forwarded.

Carr asked for comment from the members of the JPA.

Redman asked that recitation of the Pledge of Allegiance at the beginning of each JPA meeting be considered at the next JPA meeting. Carr asked that this be added to the list of 2011 work tasks.

Mansfield reported that the Barry County Solid Waste Oversight Committee had recently retained Jim Frey of Resource Recycling Systems to act as a presenter/facilitator for a meeting of all of the elected officials in Barry County to consider a County-wide recycling program. Mansfield stated that Frey had been involved in similar programs in many counties in Michigan, and would explain to the Barry County officials the wide variety of options available for County-wide recycling programs. Mansfield stated that the meeting would likely be held in February. Mansfield stated that if it appeared there was interest in a County wide recycling program following the meeting, the BCSWOC would consider the next steps in pursuing such a program.

Mansfield stated that Redman would be moving into the City in early 2011, and asked that the JPA consider how Redman might continue to serve on the JPA.

Brown asked that the addition of another representative from each jurisdiction participating on the JPA be added to the JPA's list of work tasks for 2011. Brown stated that he and Carpenter had recently traveled to Charlevoix to review septage handling facilities. Brown stated that there were many options for such facilities that the Townships may pursue.

No additional comments from members of the JPA were forwarded.

Motion by Warren, second by Redman to adjourn at 7:50 p.m.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary