

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

**Draft Meeting Minutes
October 17, 2011**

Members Present: Wiswell, Carpenter, Miner, Medendorp, Warren, Brown, Jasperse, Mansfield, Phillips, McManus, Carr.

Members Absent: Redman, Haywood.

Ex-Officio Members Present: Byrnes, Geiger.

Ex-Officio Members Absent: None.

The meeting was called to order at 5:30 p.m. by Chairman Carr.

Carr led the JPA members and the public in attendance in the recitation of the Pledge of Allegiance.

Motion by McManus, second by Wiswell to approve the minutes of the September 19, 2011 meeting of the Joint Planning Alliance, and to receive and place on file the minutes of the October 3, 2011 meeting of the City of Hastings Planning Commission.

Motion carried.

Carr asked for agenda items second (8)c. through final (8)e. to be renumbered to 8(d) through 8(g). Wiswell asked that a report on the status of the USEPA Brownfield Environmental Site Assessment Grant be added to the agenda. Byrnes asked that a report on regional planning initiatives be added to the agenda. Brown asked that consideration of JPA membership in the Barry County Economic Development Alliance be added to the agenda.

Motion by Medendorp, second by Carpenter that the agenda for tonight's meeting be approved following revision per the comments above.

Motion carried.

Carr asked for comments from the public. No comments from the public were received.

Carr asked the representatives from the various jurisdictions to report on any projects or activities in their respective areas.

McManus stated that Barry County was reviewing a site plan for a small addition to the ethanol plant in Woodbury, and was considering a number of ordinance changes that would not likely impact properties or uses in the joint planning area.

Jasperse stated that the new O'Reilly Auto Parts store was now open, and that the new Commercial Bank Facility would be open in approximately two months. Wiswell questioned if the Riverwalk project was now complete. Mansfield stated that the contractor had achieved substantial completion for the current phase.

Warren stated that the Rutland Township Planning Commission had approved a site plan for a new pizza establishment on M-43. Jasperse questioned the status of the construction of the new Mexican restaurant on M-43. Carr reported that progress had slowed on this project but was continuing. Carr stated that the developer was seeking a liquor license from the State of Michigan.

Carr stated that Rutland Township was still awaiting final development of the urban services agreement prior to taking action on adoption of the amendment to the Joint Land Use plan or any action related to the joint zoning overlay concept.

Carr introduced discussion regarding the opportunity for additional collaboration and service sharing arrangements among the JPA member units and other units of local government. Carr distributed a memorandum prepared by Don Stypula of the GVMC. Mansfield explained the comments in Stypula's memo. Mansfield stated that Stypula noted that grants are available through the Michigan Department of Treasury, but that grant applications were due at the Department of Treasury by November 1.

Motion by Wiswell, second by Jasperse to have Carr, Carpenter, Brown, McManus and Mansfield further review the areas of potential collaboration identified in Stypula's memo, and to further review the state administered grant program available to fund work related to such collaborative efforts and to determine if an application is to be submitted on behalf of the JPA.

In favor: Wiswell, Carpenter, Miner, Medendorp, Warren, Brown, Jasperse, Mansfield,
Phillips, McManus, Carr

Opposed: None.

Absent: Redman, Haywood.

Motion carried.

Carr stated that there was nothing further to report related to additional sources of funding for the work of the JPA.

Carr introduced discussion regarding the two draft agreements prepared by consultant Gerald Fisher on behalf of the JPA as envisioned in the urban services arrangement report previously prepared by Fisher and approved by all of the units of government participating on the JPA. Mansfield explained that the "first" agreement provided the framework for consideration and adoption of the "second" agreement under which urban services would actually be provided by the City to the lands outside of the City and in the "service area". Mansfield explained that this "first" agreement defined the process that would be followed by the City and Township to establish the limits of a service area, and to pay for and construct water and sewer infrastructure within that service area. Mansfield explained that the second agreement provided the terms and conditions for provision of urban services by the City to lands located in the Township. Carr and Mansfield led discussion related to the two agreements.

McManus excused himself from the meeting at 6:25 p.m.

Motion by Wiswell, second by Geiger to forward the two draft agreements prepared by consultant Gerald Fisher on behalf of the JPA as envisioned in the urban services arrangement report previously prepared by Fisher and approved by all of the units of government participating on the JPA to the Rutland Charter Township Board of Trustees and the Hastings City Council for review and approval in concept.

In favor: Wiswell, Carpenter, Miner, Medendorp, Warren, Brown, Jasperse, Mansfield,
Phillips, Carr

Opposed: None.

Absent: Redman, Haywood, McManus.

Motion carried.

Brown stated that the JPA Education Committee had no report.

Carr asked for comment regarding the list of work tasks to be accomplished by the JPA during 2011. No comment was forwarded. Carr stated that the list of tasks would stand as is.

Carr asked Mansfield to report on the status of the USEPA Brownfield Site Assessment Grant program. Mansfield stated that there were two projects currently underway or scheduled to start in the near future. Mansfield stated that one of the projects was an environmental analysis of a site on South Hanover Street (former Seif facility) and the other was work at the Hastings City / Barry County Airport (scheduled to start shortly after the first of the year following demolition of several structures at the site). Mansfield stated that between \$30,000 and \$40,000 remained available in the grant program for environmental site assessment work within the jurisdictional limits of the JPA units of government.

Byrnes provided a report on a number of regional planning initiatives and changes in Barry County. Byrnes stated that Barry County Economic Development Alliance (BCEDA) was working with a group of representatives from various areas and agencies within the County to continue to explore realigning Barry County's regional planning efforts from counties and agencies to the south of Barry County to counties and agencies north of Barry County (Region 8). Byrnes stated that Region 8 had tentatively approved Barry County's realignment to join them, but that such realignment would ultimately require approval by the Governor's office. Byrnes stated that the BCEDA was taking a phased, methodical approach to realignment, first considering withdrawing from the current regional planning agency prior to joining the regional planning district to the north.

Brown suggested that the JPA become a member of the BCEDA. Byrnes stated that the BCEDA did not have memberships, but did have partnership agreements with various agencies within the County. Brown recommended that the JPA enter into a partnership agreement with BCEDA for 2012, and pay BCEDA \$500 for each unit of government participating on the JPA for a total of \$2,500. Much discussion ensued regarding funding arrangements for the JPA, BCEDA, and other economic development programs in the County.

Motion by Brown, second by Carr that the JPA enter into a partnership agreement with the BCEDA for services to be rendered in 2012, with payment by the JPA to the BCEDA for such services to be in the amount of \$500 per unit of government participating on the JPA for a total of \$2,500.

In favor: Wiswell, Medendorp, Warren, Brown, Jasperse, Mansfield, Phillips, Carr

Opposed: Miner, Carpenter.
Absent: Redman, Haywood, McManus.

Motion carried

Carr asked for comments from the public. No public comments were forwarded.

Carr asked for additional comments from the members of the JPA. No additional comments from the members of the JPA were forwarded.

Motion by McManus, second by Geiger to adjourn at 7:27 p.m.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary