

Laketon Township Planning Commission
April 11, 2019 Regular Monthly Meeting Minutes – Approved 5/8/2019

CALL TO ORDER: Chairperson Don Nellis called the meeting to order at approximately 6:00 pm.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

- Present: Cindy Zaagman, Paul Hoppa, Don Nellis, Dave Mieras and June Earhart
- Absent & Excused: Eric Anderson and DJ Hillson, w/notice
- Also present: Zoning Administrator Theresa Maner, Recording Secretary Veronica West, and Twp. Supervisor Kim Arter.

APPROVAL OF AGENDA June Earhart moved to approve the agenda as presented. Cindy Zaagman supported the motion. The motion carried by voice vote.

APPROVAL OF MINUTES: Cindy Zaagman moved to approve the minutes as presented for March 13, 2019. Dave Mieras supported the motion. A voice vote was taken and the motion passed.

PUBLIC COMMENTS AGENDA ITEMS ONLY: **NONE – no public present**

CORRESPONDENCE:

- Planning & Zoning News – March 2019 issue has not arrived yet – will distribute next month
- APAMI onsite Workshop Program – put on hold until Fall 2019 as there is so much work to be done with the Park and Recreation Plan Review/Update

UNFINISHED BUSINESS:

- Review Park and Rec Plan – Chairperson Don Nellis began the discussion by stating that at previous meetings it had been discussed to do the Master Plan review in conjunction with this Park & Rec plan review as it is truly one document with the Park and Rec plan being one chapter of the document. In speaking with the Township Supervisor however, he feels it would be better to keep the reviews separate. He also noted that the verbiage changes to the Park & Rec plan discussed last month have been incorporated into the document and the items still in progress are the insertion of the Capital Improvement Plan and updated photographs, as well as the results of the online public survey and the yet to be held Park & Rec Open House. Don Nellis stated that he feels there isn't anything more to discuss until public comment is gathered from the open house. No further comments or discussion indicated the group was in agreement.
- Park & Rec Plan Open House – ZA Theresa Maner reminded the group the open house date is Wednesday 5/15/19 from 6 to 8 pm. The group discussed draft flyers and an invitation letter for sports groups. Paul Hoppa noted he likes the half sheet flyer drafts presented but thought the photo of the park would lead people to believe the location of the open house was outside at the park pictured and suggested using a picture instead of the Twp Hall &/or the new sign out in front of the Twp Hall. Don Nellis suggested changing the headline to read "Laketon Township Park & Rec Plan Open House" and/or add in the description language to state we are looking for input "regarding the park and recreation plan" so as to make it clear what kind of input is being sought from the public. A draft letter invitation to sports groups was discussed; some concern was expressed that if entire clubs were invited they could "overtake" individual residents wants/needs. Kim Arter noted the invitation letters go only to the president or leader of each sports club. The group discussed sending the invitation letter to the following sports group; football & cheerleading, softball, baseball, soccer, lacrosse, and White Lake Area Community Education for the Sports n Shorts program as well as having ZA Theresa Maner attend the Township Board of Trustees meeting next week and formally invite the Township Board Members to the open house. They also discussed distribution of the flyer via the following methods; hand out in the township hall, at the clean up day even and at the yard waste site, post online on the township website and Facebook page and via a resident email distribution list. Discussed getting it put in various Reeths-Puffer publications, but ultimately decided to ask the school to put it just in the Central Elementary newsletter to keep distribution focused on Laketon Township residents as well as asking the Central Elementary

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principal to send it out in his regular emails to Central Parents – Cindy Zaagman to look into that. Also discussed posting notice of the open house on a website called Fenner Glen next door.com which is a local/grass roots neighborhood message board type of group website which Paul Hoppa and Don Nellis are members of.

Don Nellis talked about format of the open house, noting there would be large easels set up around the room and he would like to see large aerial diagrams/pictures/maps of the various parks as well as the bike trail map with room for people to write down their wants/needs/ideas for park and recreational amenities. ZA Theresa Maner described another option of giving those that attend each 5 stickers to place on maps/lists provided to mark the things most important to them, then it would be easy to see what items are most desired by the most people.

Cindy Zaagman broached the subject of light refreshments and the group discussed various ideas but settled on coffee, water and cookies, the cost of which will come from the Planning Commission budget.

NEW BUSINESS: **NONE**

PUBLIC COMMENTS: **NONE – no public present**

BOARD REPORTS:

- Board of Trustees – Cindy Zaagman distributed flyers for the upcoming Clean Up Day for residents, along with the County recycling and tire collection events and encouraged anyone able to volunteer for the Clean up Day event. She also noted the Board had approved the 2019/2020 budget and the Capital Improvement Plan and will now be working on the annual audit.

ADJOURN: Paul Hoppa moved to adjourn the meeting. Dave Mieras supported the motion. The motion carried and the meeting adjourned at approximately 6:45 pm.

Respectfully Submitted:

Veronica West
Recording Secretary