

**MENOMINEE TOWNSHIP PLANNING COMMISSION  
N2283 O-1 DRIVE, MENOMINEE MI 49858**

**Regular Meeting Minutes  
May 18, 2010**

The meeting of the Menominee Township Planning Commission was called to order at 6:30 p.m. by Chairperson Eldred Swanson.

**Pledge of Allegiance was recited.**

**Roll Call:** Chairperson Swanson asked Secretary Barker to call the roll. Members in attendance as follows: Pat Barker, Michael Harding, Frances Havelka, Bill Kelley, Bill Lenca, Darlene Nerat and Eldred Swanson. Michelle Dewitt, Senior Planner from CUPPAD and Supervisor Ken Goffin were also in attendance.

**Approve Minutes:** Havelka said the spelling of her first name should be with an e instead of i.

**MOTION** made by Michael Harding to approve Regular Meeting Minutes of April 20, 2010 with the correction, seconded by Havelka, motion carried unanimously.

**Public Comment:** None

**Agenda:** **MOTION** made by Barker to approve agenda, seconded by Harding, motion carried unanimously.

**Old Business:** Menominee Township Planning Commission Bylaws were reviewed with the amendments thereto from last meeting. Chairperson Swanson suggested the following additional amendments be added to the Bylaws:

SECTION 2: Meetings

Change second sentence to "The planning commission shall have the authority to regulate reasonable conduct in order to minimize the possibility of disruption of meetings".

SECTION 2: Meetings

Add item "J" Parliamentary Procedure – If parliamentary procedure comes into question, Authorities and Responsibilities of Michigan Township Officials, Boards and Commissions (latest edition) shall prevail.

SECTION 3: Duties of the Planning Commission

Add item "I" Maintain communications with adjacent governmental entities.

SECTION 5: Conflict of Interest

After the first sentence, add "When a member has revealed a conflict of interest, the remaining membership of the planning commission shall decide if a conflict actually does exist. If the membership decides that no conflict of interest exists, the member shall be required to vote".

**MOTION** made by Harding to adopt the Bylaws adding the four (4) above amendments thereto, seconded by Kelley, motion carried unanimously.

**New Business:** The commission discussed the sample brainstorming session questions for the public session to be held sometime in September/October. Miss Dewitt stated that we may want to add additional questions as we go through the chapters.

Chapter 2 – Population was reviewed. Master Plan general questions and Chapter 2-Population questions, which were handed out at the last meeting were discussed.

Ms Dewitt asked that the Commission members complete and return to her at CUPPAD via email, fax or mail by May 25<sup>th</sup> the answers to questions for Chapter 3 – Economic Base, which were handed out. Ms Dewitt said once she receives the responses from the planning commission, she would put together and send the Planning Commission for review; the draft version of Chapter 3 – Economic Base of the Master Plan to be discussed at the next scheduled meeting.

**Public Comment:** None

**MOTION** made by Barker to adjourn at 8:12 p.m., seconded by Kelley, motion carried unanimously.

Respectfully Submitted by:

  
Patricia Barker, Secretary