

Victor Township Planning Commission Meeting

Regular Meeting: Thursday, October 26, 2017

Victor Township Hall, Laingsburg, Michigan

Meeting Minutes

FINAL

Approval Date: November 16, 2018

Agenda Item	
Call to Order	Mr. Dutcher called the meeting to order at 6:30 pm.
Roll Call of Members	Present: Ms. Ashley, Mr. Dutcher, Ms. Fickes (7pm arrival), Ms. Gebbia-Portice, Mr. Saller, and Ms. Sayles
Public Comment	None
Agenda	A motion was made by Mr. Saller and seconded by Ms. Sayles to approve the agenda with no changes. Motion passed unanimously with no objections.
Minutes	A motion was made by Ms. Gebbia-Portice and seconded by Ms. Ashley to approve the minutes from the September 28, 2017 meeting with no changes. Motion passed unanimously with no objections. In the absence of Planning Commission Secretary, Ms. Julie Townsend, the minutes of the October 26 Planning Commission meeting will be recorded by Ms. Gebbia-Portice, Vice Chair.
New Business	
Project documents from resident Mr. Tom Clark	Documents including Michigan DEQ (Department of Environmental Quality) authorized permits were shared regarding a project off of Meridian Road. The permits authorize township resident Mr. Tom Clark to build a driveway and two culverts over a portion of wetland on the property in question. Documents were shared for informational purposes only. Property location is Section 06N01W13.
Unfinished Business	
Email from Township Clerk, Ms. Kimberly Smith	Discussion was held regarding the list of items sent by Ms. Smith for the Planning Commission to consider. It was requested that Mr. Dutcher contact the Township Board and request a list of past facilities repairs and maintenance schedules. The list in the email from Ms. Smith will be discussed in further detail at upcoming meetings.
2018 Meeting Dates	Discussion was held to determine the best dates for the group to hold monthly meetings in 2018. A motion was made by Ms. Sayles and seconded by Ms. Gebbia-Portice to hold the monthly Planning Commission meetings on the second Thursday of each month starting January 11, 2018, and with the exception of no meeting being held in December of 2018. Meeting start time will be 6:30pm. Motion passed unanimously with no objections.
Grant Discussion	Discussion was held on possible options for grants to supplement current funds for parks and recreation improvements. The Victor Township Parks and Recreation Plan is now on the DNR website and can be used to apply for grants.
Playground Equipment	Discussion was held regarding the various options for playground equipment. Ms. Fickes has been communicating with a representative (Tim) from Landscape Structures, Inc. (www.playlsi.com). The representative has been out to the Township Hall and grounds, and suggested that the next step would be for the Planning Commission to provide him with a couple of different possibilities for structures in which the group would be interested. Additional discussion was held regarding the use of the soccer fields and the process for reserving and scheduling use of the fields. A request was made to have the Planning

	Commission Chair, Mr. Dutcher, contact the Township Board on behalf of the Planning Commission asking the Board to review the current process and procedures regarding the use and scheduling of the soccer fields.
Commissioner Comment	None Present
Future Agenda Items	1. Email from Township Clerk 2. Playground Planning
Adjournment	A motion was made by Ms. Gebbia-Portice and seconded by Ms. Fickes to adjourn the meeting. Motion was approved unanimously with no objections. Meeting adjourned at 7:50pm.
Next Meeting	Thursday, November 16, 2017 at 6:30 pm.

ACTION ITEMS:

1. Contact Township Board to request list of facilities repairs and maintenance schedules	Mr. Dutcher
2. Send email to Township Board to request information about the scheduling and use of the soccer fields	Mr. Dutcher
3. Contact Landscape Structures, Inc., to request additional catalogs	Ms. Fickes

Minutes recorded and presented by:
Mary Gebbia-Portice, Vice-Chair