

Victor Township Planning Commission Meeting

Regular Meeting: Monday, February 1, 2021

Victor Township Hall, Laingsburg, Michigan via Zoom

Meeting Minutes

Official

Approval Date: _March 1, 2021_____

Agenda Item	
Call to Order	Ms. Ashley called the meeting to order at 7:08 pm.
Roll Call of Members	Present: Ms. Ashley, Mr. Ginther, Mr. Sell, Dr. Nelson, Mr. Mitchell and Ms. Townsend. Absent: Ms. Sayles.
Public Comment	None.
Agenda	A motion was made by Mr. Sell and seconded by Dr. Nelson to approve the revised agenda. Motion passed unanimously with no objections. Added Web Update and Fiscal Report to Unfinished Business.
Minutes	A motion was made by Ms. Townsend and seconded by Mr. Ginther to approve the January 2021 minutes. Motion passed unanimously with no objections.
New Business	
Fiscal (Stipend) Update	Ms. Ashley updated everyone on the process to receive the PC stipend with us not meeting in person. All PC meeting attendees will email her. She will gather the emails and send in one email to document the attendance. (For in person meetings, the PC had collected signatures on a sign in sheet.) The township needs a attendance record/time sheet, more than the meeting minutes, to document attendance for stipend payment.
Master Plan Update	The township board is reviewing the Master Plan and they will vote on it at their next meeting on Monday, February 8, 2021.
Web Site Update	Ms. Ashley will request a hyperlink be added to the web site to make it easier to join the planning commission meetings.

Unfinished Business	
2021 Project List	Cemetery items: brush control is planned to be in cemetery maintenance contracts. A site review of all three township cemeteries was conducted on June 17 th , 2019. Ms. Ashley, Mr. Ginther, Ms. Townsend and Ted Ashley attended the tour. Some items such as new township signs has been accomplished. Discussion was held on the fences (possible replace or remove). A list of projects was created in 2019. Ms. Townsend will check with the township board to see if they want to leverage the PC to get estimates for remaining items.
Internet Updates	Nikki Fickes updated the PC on information she had gathered on internet service for a our township. I had contacted DayStar about internet service for our township. She has started a spreadsheet of all providers in the county. She will forward it to Ms. Ashley. Mr. Sell updated the PC on his experiences with StarLink and his other internet providers. Different internet options were discussed amongst the PC board. New towers within the township may be being installed.
Road Projects	Prior to the meeting, Ms. Townsend distributed the spreadsheet from the county road commission on the estimates and final bills of 2020 road projects. She also distributed past documents on the road condition, traffic volumes, and past projects. Ms. Townsend has been in contact with the county road commission and she is expecting to receive a list of potential 2021 projects from them. Ms. Townsend will forward the county road commission information to the PC and board when she receives it. Hollister, Alward to Jason, is a possible deep base resurface project that has been previously considered. The county will be on this side of the county doing chip seals this year. We also need to consider other smaller projects around the township. Ms. Ashley has requested a road review/tour with the county when the weather permits later this spring.
PC Bylaws	The current draft PC by laws were reviewed. Revisions were made to reflect how we are proceeding currently. Ms. Ashley will forward the revised PC bylaws to the township board for review and approval. The bylaws call for a yearly PC report. Ms. Ashley will draft this document and distribute to the PC members for review.
Commissioner Comment	
Commissioner Comment	None
Adjournment	A motion was made by Mr. Sell and seconded by Mr. Ginther to adjourn the meeting. Motion was approved unanimously with no objections. Meeting adjourned at 8:31 pm.
Next Meeting	
Next Meeting	Next meeting will be March 1, 2021 at 7:00 pm.

ACTION ITEMS:

1. Forward a spread sheet of available internet providers.	Ms. Fickes
2. Request a hyper link for PC meetings be added to the website.	Ms. Ashley
3. Discuss with township board on possibly leveraging PC for project list and estimates. Define roles.	Ms. Townsend
4. Forward 2021 road projects and estimates from county road commission when received.	Ms. Townsend
5. Forward revised By Laws to township board.	Ms. Ashley
6. Draft annual PC report and distribute to PC members.	Ms. Ashley
7. Review draft of annual PC report when received.	All PC members

Minutes recorded and presented by: Julie Townsend