

**BALDWIN TOWNSHIP SPECIAL JOINT MEETING WITH
BALDWIN TOWNSHIP PLANNING COMMISSION**

March 18, 2015

Present – Baldwin Township Supervisors Jay Swanson, Larry Handshoe, Tom Rush and Randy Atwood. Supervisor Jeff Holm absent. Baldwin Township Commissioners Richard Harris, Judy Thorson, Bryan Lawrence, Richard Marshall and Ross Perry. Commissioner Peggy Patten arrived at 6:24 p.m. Also present is Planner Bridget Chard. Cathy Stevens is clerk for the Baldwin Township supervisors; Cheryl Goetz Dobson is clerk for the Baldwin Township commissioners.

Call to Order – The March 18, 2015 Baldwin Township Town Board special joint meeting with the Baldwin Township Planning Commission was called to order by Chairman Jay Swanson at 6:00 pm

Pledge of Allegiance – All present recited the Pledge of Allegiance.

Addition to the Agenda – Add Schedule Next Quarterly Meeting to the agenda under Discuss Benchmark Strategy.

Recap of Resolution 12-11 and Presentation of Resolution 15-04 – Resolution 15-04 is an amended and updated Resolution 12-11. Supervisor Swanson said the crux of Resolution 15-04 is that any question or information goes through the chairman.

Even though she said she understands the content of Resolution 15-04, Commissioner Thorson commented that she doesn't agree with everything in the resolution namely that he doesn't recall any behavior at a meeting to be anything but appropriate and peaceful, nor considered out of control. She said she wants to caution this board and this commission to keep an open mind, and to particularly to keep information flowing in the community.

Agreeing with Commissioner Thorson, Commissioner Harris also felt that there was never a meeting that had been disrupted.

Point number 1. Citing that it not a proper way to govern, he feels it's inappropriate for resolutions to single out a citizen by name.

Point number 2. Quoting from the Baldwin Township Ordinance #200, Section 7 under Rules and Procedures '*The Commission may adopt rules and procedures related to how it conducts its meetings and hearings.*'

Point number 3. Further pointing out the fact that the IPAD commission favored neither party since the disputes could not be resolved.

Point number 4. At a previous Planning Commission meeting the commissioners sent a request for a response to the Baldwin Town Board relating to having public information packets available.

Supervisor Swanson said the bottom line is that the Township Board passed this resolution, and has been clear on the reasons.

Read/Discuss the Planning Commission's 2015 Work Plan – The Planning Commission's 2015 Work Plan was available for review. The Plan was created in late 2014, is a working plan and adjustments can be made to it as needed.

Supervisor Rush said that the purpose of this special joint meeting is to discuss the continuing role of having a planner. Rush had attended the planning commission meeting of February 18 to get the input of the commissioners on whether they thought they were able to start working on their own. A motion had been made by Rush at a previous regular meeting of Baldwin Township to limit Chard's participation at the Planning Commission meetings to a quarterly basis. Originally Chard was hired to help create a Baldwin Township Comprehensive Plan which has been completed. Rush is asking what are the next steps, and if an exit strategy is in place to work toward having the planning commission stand on their own. He stressed that Chard would still be available for consulting and research purposes.

Chard said the intent is to continue on with a knowledge base for the commissioners to work with. Right now the data being presented has been generalized, but there is momentum for the knowledge base to become more specific. She also stressed that if Baldwin wants to get out of the Memorandum of Understanding with the county that the county needs to be given a year's notice. Further discussed were CUP's, IUP's, planning and zoning, and road and drainage issues. Lawrence said it appears to him that this planning commission will take over the official position that a hired person would do after the knowledge base has been set, and subsequently not hire a planner. Thorson commented that there are some professional things that the commissioners can't do yet, and a consultant is still needed. Chard stressed that there should always be a staff person, and that the planning commission should not be a rubber stamp. The planning commission should always have the knowledge base, too. She said in order to improve and allow the community to grow, direction is needed. At the county level there is multiply staff to help.

Swanson said that the planning commission could have access to the township engineer and attorney if need. He feels, too, that Chard's involvement is essential in order to see the planning commission mature. For the next 6 months Chard should be an integral part of this.

Discuss Feedback Received from Planning Commission at Their February Meeting - The grant obtained for Chard's services has been depleted. As of April 1 a motion was made by Rush to have Chard attend meetings on a quarterly basis. Rush said at the planning commission meeting he attended he got several different opinions. Every board member wants the planning commission to succeed. There is \$15,000 budgeted for planning commission expenses with outgo at approximately \$600 per month. It was the consensus that until a few more pieces were in place, the planning

commission cannot responsibly move forward. The education needs to be firm before moving forward without the guidance of Chard.

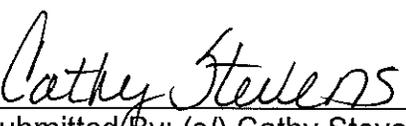
Discuss Benchmark Strategy – Swanson said he would like to discuss keeping Chard on status quo for at least the next 6 months. He said the planning commission is close to taking that next step, but when we dig into our first planning issue, we need to have Chard's supervision. The suggestion is to have a benchmark review in 3 months. Rush said that an exit strategy needs to also be discussed since the planning commission has been in existence for two years. Atwood commented, though, that realistically most of those two years has been working on the comprehensive plan. Now onto step two is learning the ordinances and learning what the residents want. Since these limited visits by Chard are driven by finances, Atwood said he doesn't see the difference between drives and mileage or multiple phone calls. Are we really saving money, or tripping over a dollar to pick up a dime?

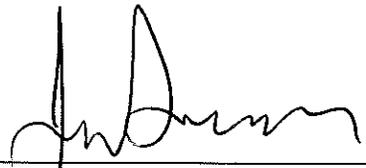
Swanson said he will entertain having Chard for at least 6 more months; thereafter considering quarterly meetings with a benchmark strategy.

Mike Couri intervened by saying that every planning commission has someone there all the time or especially when applications get complex. From a legal standpoint, he said, you need that. There also are GTS courses available for training.

Schedule Next Quarterly Meeting – The next quarterly meeting with the Baldwin Township supervisors and the Baldwin Township commissioners will be on July 15, 2015 at 6:00 p.m.

Adjournment – Atwood/Handshoe unanimous to adjourn the Town Board Special Joint Meeting at 7:15 p.m. Perry/Thorson unanimous to adjourn the Baldwin Township Planning Commission Joint Meeting at 7:15 p.m.


Submitted/By: (s/) Cathy Stevens
Clerk/Treasurer
Baldwin Township


Approved By: (s/) Jay Swanson
Chairman, Board of Supervisors
Baldwin Township
4-6-2015
Date

Attendees: Elaine Philippi, Chuck Nagle, Brad Schumacher, Audrey Misiura