**Meeting Details**

Date: March 18, 2019 Time: 7:00 p.m. Location: Riley Township Hall

**Open**

* Called to order at 7:00 p.m.
* Pledge of Allegiance

**Roll Call**

***Present***: Doug Pratt, Michele Daly-Brown, Duane Hagle, Dave Rushing, Dawn Behem

***Absent:***  Larry Moquin (excused), Jerry Filion (excused)

**Agenda**

* Changes to agenda: Add to New Business – Review Section 1209
* *Motion to accept agenda with addition made by Duane Hagle, seconded by Michele Daly-Brown. All in favor, motion passed.*

**Regular Meeting Minutes – January 21, 2019**

* Changes to Regular Meeting Minutes: None
* *Motion to accept minutes made by David Rushing, seconded by Duane Hagle. All in favor, motion passed.*

**Public Comments on Agenda Items –** None Present

**Public Hearing: None Scheduled**

**Guest Speaker**

None

**Trustee Report**

Duane Hagle reported still have to do a survey on 609 Burnell Road and will be having a meeting with Richmond’s EMS’s attorney to discuss possibility of incorporating them at that property; still waiting to get the amended copy of the proposed fence ordinance from the township attorney; Approved Rodcos Farms 2019 rental agreement to farm the townships vacant land; Approved Richard Ellis for 2019 lawn services; and to move forward with a Special Assessment process to eliminate the run billing from the Memphis Fire Department and impose a 1/3 mill to township residents to cover the fire contracts.

**Parks & Recreation Report**

Duane Hagle reported next meeting will be on March 25th; Committee officers will remain the same; Working on plaques in memory for Lilly Mae Rushing at the soccer field bleachers; Bill Brochu from St. Clair County Parks and Rec was in attendance; looking at possible playground equipment for in the park; and Spring Fling will be held on June 1st from 11 a.m. to 2 p.m.

**Board of Appeals Report –** None present

**New Business**

1. **Annual Mining Permit for 1280 Kinney Road #2019-01**: All documents received with the application were reviewed with discussion was held by the present commission members.
	* ***Motion to approve the Annual Mining Permit #2019-01 for 1280 Kinney Road with original stipulations for (1) operating hours 6am-7pm on Monday thru Friday, 6am-3pm on Saturday, no Sundays and Holidays; (2) No retail sales; and (3) no crusher on site made by Doug Pratt, seconded by Dave Rushing. All in favor, motion passed.***
2. **Review Section 1209:** Dawn Behem commented that copies of this ordinance were in the PC mailbox today with an unsigned sticky note to please review. Duane Hagle will ask the Board for direction and specifics of what they would like the planning commission to review or the changes to be made. – Item tabled.

**Old Business –** None

**Committee Reports –** None

**Communications Received**

* February 11, 2019 received Draft 2018 Berlin Township Master Plan Distribution from Michigan Planning Consultants
* March 11, 2019 received 2019 Spring Workshop flyer from Metro Planning Commission

**Comments from the Public –** None present

**Comments from Planning Commission Members (not addressed)**

Dawn Behem commented that the new office assistant, Rachel, in the township office has been updating the Rileytownship.com website to include ordinances, zoning ordinances and the meeting minutes and is a great addition to the township office; Clerk, Deb Rhein was supposed to attend today’s meeting to swear in everyone but was unable to at the last minute; Copies of the new Fireworks Ordinance were in the packets to update everyone’s PC Manuals; and to wish Michele Daly-Brown a Happy Birthday today!

Doug Pratt commented that he visited HSP Diesel to do preliminary on any fire dept check and that it is huge and beautiful inside the building.

**Next Regular Meeting**

Date: April 15, 2019 Time: 7:00 p.m. Location: Riley Township Hall

**Adjournment**

Motion made Duane Hagle, seconded by Michele Daly-Brown at 7:44 p.m. All in favor, motion passed.

***Respectfully submitted by,***

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Dawn Behem, Recording Secretary Doug Pratt, Chairperson (Acting)