

**PRAIRIE TOWNSHIP ZONING COMMISSION
MINUTES OF JUNE 23, 2009 MEETING**

Members Present: Howard Balzer, Glen Hymer, Hulda Moffitt, Chris Rymer (alternate), and Bruce Whyte (alternate)

Members Absent: Christopher Finn and Judy Stalter

Others Present: Dana Scott, Zoning Clerk

Call to Order: The meeting was called to order by Chairman Howard Balzer at 3:00 p.m.

Seating of Alternates:

Bruce Whyte and Chris Rymer, alternates, were seated with the Zoning Commission because of two members' absence.

Meeting Minutes:

Mr. Balzer asked for a motion to approve or correct the May 26, 2009 Prairie Township Zoning Commission Meeting Minutes.

As there were no corrections, Mr. Hymer moved to approve the May 26, 2009 Zoning Commission Minutes. Mr. Rymer seconded the motion.

Roll call as follows:

1. Glen Hymer Aye
2. Hulda Moffitt Aye
3. Chris Rymer Aye
4. Bruce Whyte Aye
5. Howard Balzer Aye

The motion was approved unanimously.

Old Business: None

New Business:

MEMO TO BOARD MEMBERS

Mr. Balzer inquired of the Zoning Commission members if each had received the *Memo to All Board Members*, dated June 1, 2009, from the Prairie Township Zoning Department staff. Everyone present acknowledged that he or she had received the memo.

The memo was directed to both Township Boards: Zoning Commission and Board of Zoning Appeals.

In order to emphasize their importance, Mr. Balzer read the four reminders contained in the memo:

**PRAIRIE TOWNSHIP ZONING COMMISSION
MINUTES OF JUNE 23, 2009 MEETING**

1. Please call the Zoning Office if you are unable to attend your meeting so we may contact an alternate.
2. Board members are required to drive by each and every address on the agenda to personally view the site before the meeting. The compensation you receive twice a year is reimbursement for your mileage.
3. Call staff with any questions you have before the meeting regarding the applications or if you have suggestions on how we may better serve the Board.
4. Trustees will now be interviewing in the fall for all Zoning Board appointments (alternates, re-appointments, and new appointments). Staff will remind you if your term is up in December and discuss this process with you.

Mr. Balzer asked if there were any questions or comments regarding the reminders. There were none.

Next Meeting:

Mr. Balzer announced that the next meeting of the Prairie Township Zoning Commission would be Tuesday, July 28, 2009, at 3:00 p.m. at the Township Hall, 23 Maple Drive.

There being no further business, Mr. Balzer adjourned the meeting at 3:30 p.m.

Respectfully submitted,

Hulda Moffitt, Secretary
Prairie Township Zoning Commission

