

WHITEWATER TOWNSHIP PLANNING COMMISSION  
RESIDENT OUTREACH SUBCOMMITTEE  
SPECIAL MEETING MINUTES  
May 22, 2023

Call to Order at 8:30 a.m.

Roll Call: Rebant (Chair), Peltonen, Mielnik, McElwee

Absent: Beam, Steelman

Also in attendance: Recording Secretary MacLean

Set / Adjust Agenda: Peltonen: When will this subcommittee be completed? – discuss during top of Next Meeting

Declaration of Conflict of Interest: None

Public Comment:

None

Special Meeting Business:

1. Review from PC and Township Board Joint Meeting: run through of the joint meeting follow up from Rachel: MP Survey Employee Cheat Sheet, Mielnik contract, survey flyer for email blast to Della.

Networks Northwest contract.

Workshop dates for newsletter by June 19.

Link to Networks Northwest survey on the landing page of the township website and the PC page May 31 – Lois. Everyone is willing to stuff the envelopes on the 30<sup>th</sup> if need be.

Copies on color paper will be available at the township hall with pens / pencils available.

Price of NN doing the paper ballot tabulating. Peltonen to get the price quote and it will be presented to the Board for approval. Would like to get per piece price for tabulating paper surveys, a quote for the total is not necessary. Someone from the PC or this committee will hand deliver to NN. Discussion of a QR code – the Board did not seem interested in having the QR code available. Decision to leave it off.

Reach out to and pass out “What do you think” flyers to a list of businesses, places, entities, HOAs, church bulletin, various social media pages / sites. McElwee, Peltonen and Rebant each selected multiple businesses and entities to contact.

Email blast of the flyer on the 31<sup>st</sup> using the Treasurer’s email list. Email a second blast a week to 10 days before. Rebant will communicate with Treasurer Benak.

Social media reminders, newspapers, radio stations – McElwee.

Use of road side signs, pricey. Two signs 1) MASTER PLAN 2) changeable SURVEY DUE date, WORKSHOP date. Discussion of design and placement. Rebant and Mielnik will work on design and process.

2. Review readiness for May and June survey rollout program. Rebant notes that the Planning Commission as a whole will need to become more involved once we are passed the survey portion.
3. Workshop planning discussion: The ROS was established to work on the survey along with scheduling and planning the workshops. The ROS is to gather the information (survey and workshops). The PC will take the gathered information into consideration for the Master Plan rewrite. Discussion ensued regarding the use of facilitators for workshops.
4. Discuss resource levels, money and people, needed to support our group: More info at the next meeting moving this process forward.
5. Any related topic the subcommittee wishes to discuss. Is there another person willing to help on this subcommittee since Steelman cannot participate?
6. Next Meeting for this committee: Wednesday, May 31, at 8:30 a.m., and Thursday, June 8, 8:30 a.m. for Mielnik presentation of the next steps.

Next Regular Meeting June 7, 2023, 7 p.m.

Public Comment:

None

Committee discussion:

Adjournment: 10:13 a.m.

Respectfully Submitted  
Lois MacLean,  
Recording Secretary