Minutes for the

**Clinton County Regional Planning Commission**

**Or the Executive Committee**

March 21, 2024

Regional Planning Commission Conference Room, Clinton County Administration Building,

1850 Davids Dr., Wilmington, OH 45177

# ROLL CALL

Ruth Brindle called the meeting to order at approximately 5:39 p.m. local time, with the following Planning Commission Executive Committee members present.

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| Ruth Brindle  |   |  |
| Rick Walker  |  |  |
| John Cohmer |  |  |
| Jon Branstrator |  |  |
|  |  |  |

The Commission attained a quorum.

A motion to approve the agenda was made by Rick Walker, seconded by John Cohmer and a voice vote: all yea.

**OLD BUSINESS**

# NEW BUSINESS

Bills/Invoices

A motion to approve the bills was made by Ruth Brindle, seconded by John Cohmer. The bills that needed to be paid included: Business Cards: $50.00, SSL – Godaddy – clintoncountylandbank.com: $99.99 and Lodging for OLBA Conference: $540.92.

Applications

Drew DeMarsh and the board had discussion about the upcoming applications that will be on the agenda.

Intern/Co-op Authorization

Drew DeMarsh gave an update that he offered Harris Eidelman a co-op internship with the Regional Planning Commission. Harris has a Masters of Community Planning and a Bachelors of Arts in Environmental Science and a background in ArcGis Systems, Research Analysis and Utility Design. This intern could start in May and would be split intern for the Engineers office and the Regional Planning office. Discussion was had with the board.

A motion to give authorization for staff to negotiate a contract with Harris Eidelman not to exceed the cost of $10,000 contributed from the Clinton County Regional Planning Commission was made by Ruth Brindle, seconded by John Cohmer and a roll call vote: 4 yea, 0 nay, 0 abstention.

Bylaws

The board discussed updating the bylaws and making them official, as well as informing Drew DeMarsh that he can remove "Interim" from his title and become the Executive Director of the Regional Planning Commission.

Land Bank Discussion

Mackenzie Edison gave updates that included: being involved with the OLBA Conference Committee, finishing of the JFS parking lot to close out the current ODOD grant, New ODOD grant most likely won’t be awarded until Fall of 2024, Mackenzie Edison was invited to join a product team tasked with designing the disposition flow for a property management system developed by Tolemi and the Ohio Land Bank Association. The goal is to provide smaller counties with affordable property management systems, preparing for the RPC State Audit and working on packets to provide Townships on ways the Land Bank can be a resource. Other updates made by David Milender included the explanation of the flow chart used to describe the property inventory audit that is being conducted.

County Processes

The board discussed updating applications to streamline the process and introducing mandatory pre-application meetings. Additionally, they considered hiring an external consultant to review County Processes for help to assist in creating more user-friendly processes.

Continuing Education

Mackenzie Edison provided an update of the cost for schooling options for furthering her Real Estate education. The board had discussion on the process that needed to be taken. The board suggested David Milender write up an agreement to bring back to the next meeting.

**ADJOURNMENT**

A motion to adjourn was made by John Cohmer at 7:00pm, seconded by Jon Branstrator, with a voice vote of all yeas.

Respectfully submitted and approved this \_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_ 2024.

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| Ruth Brindle, Chairman |  |
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| Robert Thobaben, Secretary |  |
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| Drew DeMarsh, Executive Director |  |