

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

December 16th, 2025
Southridge Brewing, 1030 S. South St., Wilmington, OH 45177

ROLL CALL

Chairperson Ruth Brindle called the meeting to order at approximately 7:01 p.m. local time with the following Planning Commissioners present.

Andy Borton	James Myers		
Jon Branstrator	Sally Orihood		
Ruth Brindle	Pat Thompson		
Benjamin Collings	Damian Snyder		
Mike McCarty	Rick Walker		

The Commission attained a quorum. Anya Tipton (RPC) was also present.

A motion to approve the agenda was made by Mike McCarty. The motion was seconded by Benjamin Collings and approved with a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the following meetings were presented to the Commission:

- November 18th, 2025 Full Commission Meeting (Regular)
- December 1st, 2025 Executive Committee Meeting (Special)
- December 8th, 2025 Executive Committee Meeting (Special)

Rick Walker made a motion to approve all three sets of minutes. The motion was seconded by Benjamin Collings and approved with a voice vote: all yea.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Hiring Update

Anya Tipton and Ruth Brindle announced that DeAndra Navratil, current Greene County RPC Director, has accepted the CCRPC's offer for the open Executive Director position. Her first day will be January 8th, 2026.

Informal Discussion – 2026 Goals

Tipton and Brindle opened the floor to the Commission to discuss 2026 goals and objectives for the CCRPC. The Commission discussed the following ideas:

- Housing unit tracker
- Accessory dwelling units (addressing in Zoning Resolution and/or master plan)
- OHM organizational review of CCRPC
- Onboarding for new members
- Attendance & quorum bylaws
 - Should township trustees be members?
- Addressing suburban expansion/sprawl
- Online meetings
- Grant writing to activate existing RPC plans (also road, fire, and infrastructure opportunities)
- Providing support to other municipalities in locating, writing, and managing grant opportunities
- Educating villages on zoning and other planning practices
- Hosting RPC meetings “on the road” in different villages/townships across the County
- Surveying public interest in data centers across the County
- Survey C/V/T's – what are their biggest needs?
- Encouraging density, especially in Wilmington, via multi-family and condominiums

Office Equipment/Laptops

Anya Tipton informed the Board that in light of DeAndra's onboarding, staff will be upgrading office equipment. MVECA has provided a quote for two (2) new laptops used by other County agencies (\$1,031.17 each).

Mike McCarty made a motion to authorize Anya Tipton to purchase the two laptops as quoted by MVECA. The motion was seconded by Andy Borton and approved with a roll call vote: 10 yea, 0 nay, 0 abstention.

Cybersecurity

Ruth Brindle explained that new legislation (Ohio House Bill 96) now requires all governmental organizations – including regional planning commissions -- to establish and maintain a cybersecurity program to safeguard data, information technology, and related resources. Mary Ann Foland has recommended that Regional Planning join the County cohort in seeking these services and related training from MVECA. The one-time cost of MVECA's cybersecurity framework cohort program (1 year) is \$5,000. Brindle presented the quote and related materials to the Commission.

Pat Thompson made a motion to adopt the NIST Cybersecurity Framework V.2 as the official cybersecurity program framework for the Clinton County Regional Planning Commission, and to authorize implementation with Ohio House Bill 96. The motion was seconded by Jon Branstrator and approved with a roll call vote: 10 yea, 0 nay, 0 abstention.

Benjamin Collings made a motion to enroll the Clinton County Regional Planning Commission in the MVECA Cybersecurity Framework. The motion was seconded by Pat Thompson and approved with a roll call vote: 10 yea, 0 nay, 0 abstention.

FINANCIAL REPORT AND BILLS

Anya Tipton presented three bills to the Commission: (1) an invoice for \$5,967.60 from Burgess & Niple for services provided in association with the County Thoroughfare Plan, (2) an invoice for \$803.50 from OHM Advisors for planning and hiring consulting services, and (3) an invoice for \$315.00 from Bricker Graydon for legal consulting services. Tipton also presented two bills from the County: (1) an invoice for \$866.60 for the RPC copier, which is leased from the County and billed annually; and (2) an invoice for \$15.53 for postage reimbursement from the County.

Tipton also presented the Year-to-Date financial report and budget, which were passed around to the Commissioners.

Andy Borton made a motion to approve the financial report and bills. The motion was seconded by Benjamin Collings and approved with a roll call vote: 10 yea, 0 nay, 0 abstention.

RPC STAFF UPDATE

Anya Tipton provided an update on recent activities at Regional Planning (County Thoroughfare Plan, Land Bank, administrative duties).

Tipton also reminded the Board that oaths will be administered to the entire Commission at the January 2026 RPC Full Commission meeting. Officer elections will also take place at the January meeting.

PUBLIC COMMENT

There was no public comment.

With no further business to conduct, the Commission adjourned by motion from Andy Borton at approx. 8:00pm, seconded by Rick Walker.

Respectfully submitted and approved this _____ day of _____ 2025.

Ruth Brindle, Chairperson

Benjamin Collings, Secretary

Anya Tipton, Interim Executive Director