Minutes for the Regular Meeting of the EXECUTIVE COMMITTEE OF THE CLINTON COUNTY REGIONAL PLANNING COMMISSION

September 10th, 2026 5:30 pm 1850 Davids Dr., Wilmington, OH 45177

CALL TO ORDER AND ROLL CALL

Ruth Brindle called the meeting to order at 5:30 PM, with the following Regional Planning Commission Executive Committee members present:

- Andy Borton
- Jon Branstrator
- Ruth Brindle
- Benjamin Collings
- Rick Walker

The Executive Committee attained a quorum.

Other Attendees: DeAndra Navratil, Zeb Acuff, John Schmid, Steve Schmid, Jon Brunke

APPROVAL OF AGENDA AND MINUTES

Benjamin Collings made a motion to approve the agenda, seconded by Jon Branstrator, and approved with a voice vote of 5-0 in favor.

FINANCIAL REPORT

Bills to Pay

DeAndra Navratil presented the purchasing card statement and mileage reimbursement requests to be approved for payment:

Motion by Benjamin Collings to approve the bills as presented, seconded by Rick Walker. Motion approved 5-0 on a roll call vote.

OLD BUSINESS

Mileage Reimbursement Policy

Benjamin Collings presented a written policy proposal to provide CCRPC staff with a fixed monthly travel reimbursement of $25 for routine local trips with a per mile reimbursement for trips over 10 miles. No specific accounting would be required for trips under 10 miles. The policy also notes that Staff may use a County vehicle when available. The Executive Committee discussed the proposal.

Motion by Andy Borton to adopt the Travel Reimbursement Policy as presented, seconded by Jon Branstrator. Motion approved 5-0 on a roll call vote.

NEW BUSINESS

Schmid Access Management Variance, 1330 Port William Road, Liberty Township

Zeb Acuff presented the staff report. Applicant John Schmid desires to transfer a portion of his property to his son (who lives next door) and was advised by the County Engineer's office that an access management variance would be required. Mr. Acuff shared that after the staff report was sent to the Executive Committee, the County Engineer's office provided a letter explaining the regulations related to driveway separation and objecting to the variance.

Ruth Brindle asked the applicant to introduce themselves and their request. John Schmid and his son Steve Schmid explained that they are transferring the property to keep it in productive agricultural use. They have no intent to build another house or add a new driveway.

Benjamin Collings made a motion to approve the requested variance, seconded by Rick Walker, and approved 5-0 on a roll call vote.

RPC Bylaws Update – Commission Powers & Plan Adoption

Zeb Acuff discussed the most recent proposed updates to the CCRPC Bylaws Commission Powers & Duties and Certification & Adoption of a Plan sections. The board discussed the proposed amendments and accepted them as proposed.

ADJOURNMENT

A motion to adjourn was made by Benjamin Collings, seconded by Andy Borton. The Executive Committee adjourned at 5:59 pm.

APPROVALS

Respectfully submitted and approved this 15 day of September, 2026 Oct. 15, 2026

X _____ Ruth Brindle, Chairperson

X Absent Andrew Borton, Secretary

X _____ DeAndra Navratil, Executive Director DN