

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

May 14th, 2026 5:30 pm 1850 Davids Dr., Wilmington, OH 45177

CALL TO ORDER AND ROLL CALL

Ruth Brindle called the meeting to order at approximately 5:31 p.m., with the following Regional Planning Commission Executive Committee members present.

Andy Borton
Jon Branstrator
Ruth Brindle
Benjamin Collings

The Executive Committee attained a quorum.

Other Attendees: DeAndra Navratil, Zeb Acuff

APPROVAL OF AGENDA AND MINUTES

Jon Branstrator made a motion to approve the agenda (amended to note the case numbers as 2026), seconded by Benjamin Collings and approved with a roll call vote of 4-0 in favor.

Benjamin Collings made a motion to approve the minutes of the Special Meeting of the Executive Committee held on May 6, 2026. Andy Borton seconded the motion, which was approved 4-0.

FINANCIAL REPORT

Bills to Pay

DeAndra Navratil presented five bills to be approved for payment by the RPC:

- Invoice #1: MVECA, \$448.25 for Microsoft Office software (invoice dated 5/11/2026)
- Invoice #2: MVECA, \$5,000.00 for the Cybersecurity Framework Cohort Program (invoice dated 12/22/2025)
- Invoice #3: MVECA, \$1,920.82 for two new laptop computers (invoice dated 1/28/2026)
- Invoice #4: Burgess & Niple, \$8,951.40 for planning consulting services related to the Thoroughfare Plan update (invoice dated 4/13/2026)
- Invoice #5: CCAO, \$85.00 for DeAndra Navratil membership in the County Planning Directors' Association of Ohio (invoice dated 1/29/2026)

Ms. Navratil also presented the statements from both purchasing cards.

Motion by Benjamin Collings to approve the bills as presented, seconded by Andy Borton. Motion approved 4-0 on a roll call vote.

OLD BUSINESS

Correction to Meeting Minutes

Zeb Acuff discussed that he has been going through loose papers in the office and compiling past meeting minutes into a single binder for reference. He stated that he came across minutes from the July 10 and August 13, 2025, meetings that were incorrectly filed due to a copying error. He presented clean and complete copies of both sets of minutes for re-approval and signatures.

Benjamin Collings made a motion to correct the signature pages on both sets of minutes, seconded by Jon Branstrator, and approved by all.

NEW BUSINESS

Case 2026-02 Prell – Subdivision Regulations Variance

Zeb Acuff presented a recent application for a variance from the Subdivision Regulations for two properties on Martinsville Road. He discussed that additional clarification was needed from the applicant before moving forward.

Benjamin Collings made a motion to postpone consideration of the application until the June full commission meeting, seconded by Andy Borton, and approved by all on a roll call vote.

Case 2026-03 Bond – Subdivision Regulations Variance

Zeb Acuff presented a second variance application that was recently received by the office. In this case, the property owner also requires a zoning variance and was referred to County Zoning to follow their variance process. No action was taken by the Executive Committee.

Potential Cancellation of May 19, 2026, Full Commission Meeting

Due to a lack of agenda items, the Executive Committee decided to cancel the upcoming Regional Planning Commission for May 19, 2026. Staff was directed to post appropriate notice of the cancellation.

Discussion of Process for Zoning Text and Map Amendments

A recent zoning amendment application was transmitted to the RPC too late to make the May agenda, much to the consternation of interested parties. The Committee expressed that the deadlines are the deadlines and we need to make sure that we handle cases properly moving forward. Staff was directed to coordinate with County Zoning to adjust timelines as needed.

Update on Open Regional Planning Commission Seats


Ruth Brindle presented that there are two openings on the Regional Planning Commission, one for an appointee from the Village of Midland and one County appointment. The County Commissioners are working on filling their seat, but Midland is still pending.

It was also discussed that the appointee from New Vienna has not been present in 2026 due to confusion with her re-appointment from the Village. The Executive Committee discussed that RPC appointments are for three years, so despite not yet being re-upped by the Village, we would still consider her to be on the RPC until specifically replaced. This is a potentially an issue to clarify in the RPC Bylaws.

ADJOURNMENT

A motion to adjourn was made by Benjamin Collings, seconded by Jon Branstrator. The Executive Committee adjourned at 6:57 pm.

Respectfully submitted and approved this 16th day of June, 2026.


Ruth Brindle, Chair


Andy Borton, Secretary


DeAndra Navratil, Executive Director