Minutes for the

**Clinton County Regional Planning Commission**

**Or the Executive Committee**

January 11, 2024

Service Director’s Conference Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

# ROLL CALL

Ruth Brindle called the meeting to order at approximately 5:37 p.m. local time, with the following Planning Commission Executive Committee members present.

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

The Commission attained a quorum.

A motion to approve the agenda by Jon Branstrator, seconded by John Cohmer and a voice vote: all yea.

**OLD BUSINESS**

# NEW BUSINESS

Bills/Invoices

The board approved bills that needed to be paid that included: McBride Dale Clarion, Subdivision Regulations Update: $1,681.25, Word Press Renewal: $215.76, Clinton County Land Bank Domain: $66.97, Microsoft Office 2021 Standard for two RPC Computers: $838.58 and American Planning Association Conference: $75.

New Office Space

Drew DeMarsh explained that the Regional Planning Commission and Land Bank offices will be moving out to the County Administration Building. Mr. DeMarsh met with the County Commissioners to give the RPC and Land Bank permission to have two office spaces and one conference room.

A motion was made by Rick Walker to accept the County Commissioners offer of office space in the County Administration Building, seconded Jon Branstrator and a roll call vote: 4 yea, 0 nay, 0 abstention.

Licenses/Certifications

Drew DeMarsh had a discussion with the Warren County RPC Director about taking a test to receive his AICP Certification. Mackenzie Edison had a discussion with the RPC Board about gaining her Real Estate License. The board discussed having Mackenzie research different options to bring to the next Executive Committee meeting.

Miscellaneous Items

Discussion was made about choosing an Executive Committee board member to conduct quarterly staff check-ins.

A motion was made by John Cohmer to choose Ruth Brindle to conduct the quarterly meetings with staff, seconded by Jon Branstrator and a roll call vote: 4 yea, 0 nay, 0 abstention.

The board brought up the idea of a commissioner sitting in Executive Committee meetings. Drew DeMarsh and Mackenzie Edison will follow up with David Milender regarding how the board needs to structure this.

 A phone call was made to Jeff Linkous to discuss the NRAC Nomination of Drew DeMarsh.

**ADJOURNMENT**

A motion to adjourn was made by John Cohmer, seconded by Rick Walker, 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 |  |