

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

August 13th, 2025
5:30 p.m.
1850 Davids Dr., Wilmington, OH 45177

ROLL CALL

Ruth Brindle called the meeting to order at approximately 5:28 p.m. local time, with the following Planning Commission Executive Committee members present.

Ruth Brindle
Benjamin Collings
Jon Branstrator
Michelle Morrison

The Commission attained a quorum.

Other Attendees: Anya Tipton

Michelle Morrison made a motion to approve the agenda with an amendment to make "Bills" the first item of business, seconded by Jon Branstrator and approved with a roll call vote: all yea.

Rick Walker joined the meeting at 5:30 pm.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Bills

Anya Tipton presented three bills. The first was from Burgess & Niple, total \$6,962, for professional services related to the Thoroughfare Plan update. Tipton noted that payment will be reimbursed by the Engineer's Office, County Commissioners, Engineer's Office, and Port Authority. The project management team will soon be discussing a payment plan.

The second bill was from OHM Advisors, total \$711.00 for ongoing planning support services. The third bill was from Bricker Graydon, total \$9,855 for legal services related to pending court action. The lawsuit has since been dismissed.

Benjamin Collings made a motion to approve all three bills for payment, seconded by Jon Branstrator and approved with a roll call vote: 5 yea, 0 nay, 0 abstention.

Applications

The Executive Committee discussed the applications to be reviewed at the upcoming August 19th Full Commission meeting, including two subdivision regulations variance requests and one final site plan review (Wawa).

Staff Updates

Gabe Moore has successfully concluded his work on the Age-Friendly update via the Clinton County Fellows program. His work yielded over 100 survey responses from County residents, which will be used

to aid future strategic decision-making. RPC intern Jenna Norman is nearing the conclusion of her work on developing a public engagement strategy for the Thoroughfare Plan update.

Anya Tipton has been working on bringing RPC accounting and dues collection up-to-date. Regional Planning needs to discuss the Land Bank contract with their Board.

Appointments

Ruth Brindle has identified term start/end dates for most Commission members (only two remaining).

Hiring

OHM Advisors has developed a draft job description for the future Executive Director position. They have also conducted a salary survey among similar and neighboring counties. OHM Advisors recommends a \$100,000 - \$120,000 annual salary for the position. Ruth and Anya will continue to have discussions with OHM about job requirements and hopefully list the position within the next couple of weeks.

Michelle Morrison left the meeting at 6:04 pm.

ADJOURNMENT

A motion to adjourn was made by Benjamin Collings, seconded by Rick. The Executive Committee adjourned at 6:06 pm.

Respectfully submitted and approved this _____ day of _____ 2025.

Ruth Brindle, Chair

Anya Tipton, Interim Executive Director