

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

June 11th, 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 5:30 p.m., with the following Regional Planning Commission Executive Committee members present.

Andy Borton
Jon Branstrator
Ruth Brindle
Benjamin Collings
Brenda Woods, ex officio

The Executive Committee attained a quorum.

Other Attendees: DeAndra Navratil, Zeb Acuff

APPROVAL OF AGENDA AND MINUTES

Andy Borton made a motion to approve the agenda, seconded by Jon Branstrator and approved with a voice vote of 4-0 in favor.

FINANCIAL REPORT

Bills to Pay

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

- Invoice #1: Burgess & Niple, \$5,967.60 for planning consulting services related to the Thoroughfare Plan update (invoice dated 6/1/2026). This is the final invoice for this project.
- Invoice #2: Burgess & Niple, \$7,956.80 for planning consulting services related to the Thoroughfare Plan update (invoice dated 3/5/2026)
- Invoice #3: Burgess & Niple, \$20,886.60 for planning consulting services related to the Thoroughfare Plan update (invoice dated 3/16/2026)
 - The previous two invoices were presented for re-approval to ensure that records are correct for processing by the County Auditor's office.
- Invoice #4: Energize Clinton County, \$6,000.00 for the 2026 Clinton Community Fellows program (invoice not dated)

Ms. Navratil also presented the purchasing card statement.

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

None

NEW BUSINESS

Coordination with Outside Boards

Zeb Acuff presented a draft memorandum addressed to the City of Wilmington regarding the timely receipt of variance applications for review. Discussion ensued regarding the work that goes into preparing a staff report and the appropriate time needed to present a complete professional recommendation to a citizen board. Mr. Collings inquired about the potential for a unified application that might simplify processing. Ms. Brindle suggested that Staff prepare a training presentation for the July RPC meeting on the work that goes into a staff report.

Benjamin Collings made a motion to forward the drafted memo to the City after first discussing the issue verbally with them. The motion was seconded by Andy Borton, and approved by all on a roll call vote.

RPC Bylaws Update

DeAndra Navratil discussed the most recent updates to the CCRPC Bylaws and the need to review and potentially update the document. She proposed a step-wise process of section-by-section review by the Executive Committee, with a presentation of the complete draft changes to the full commission later this calendar year. The Executive Committee agreed that this approach was good and directed Staff to move forward, incorporating issues listed in a document compiled by Ruth Brindle and Anya Tipton.

ADJOURNMENT

A motion to adjourn was made by Benjamin Collings, seconded by Jon Branstrator. The Executive Committee adjourned at 6:32 pm.

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


Ruth Brindle, Chair


Andy Borton, Secretary


DeAndra Navratil, Executive Director