

City Planning Board

P.O. Box 910
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Meeting Minutes

January 19, 2016
6:00 pm

Call to Order: The City Planning Board met in the Conference Room for a regular meeting. Board President Roxanna Brush called the meeting to order at 6:00 pm and requested a roll call. Members present were Dale Barta, Colette Butcher, Roxanna Brush, Brad Certain, Carol Hardesty and new member Brant Kassner. Not present was new member Ally Capps. Also present were Mayor Hollowell, Matthew Rohrbach with Land Solutions, Public Works Director Gray and Dianna Larson served as the recorder. BP Brush welcomed the new members and noted a quorum was present. Mayor Hollowell conducted a swearing in ceremony of all board members.

Approval of Minutes: BP Brush called for approval of the minutes from the December 15, 2015 meeting.

*** Barta moved for approval of the minutes from the December 15, 2015 meeting, as written, second by Butcher. Motion approved.*

Board Member Comment: Members were asked to e-mail Planner Colton with training subjects they are interested in receiving.

New Business: Update list of members & terms - BM Butcher noted her home phone number was incorrect.

Nominations for a new Vice President:

*** Barta moved to nominate Brad Certain as VP, second by Butcher. A roll called vote was requested. Certain - abstained, Hardesty - aye, Kassner - aye, Brush - aye, Barta - aye, and Butcher - aye. Motion approved.*

Matthew Rohrbach explained the terms of the offices. All members were in agreement with the terms and appointments.

By-Laws Update: BP Brush reported that Article VII - Ethics: has extra language added. She explained Conflicts of Interest, Ethics, Ex Parte Communications, Recusing and Abstaining & Voting "No". BP Brush commented that under Article VI - Meetings; Section 1. Regular Meeting Date, she would like to completely strike (a) and have (b) read as follows: *The Board shall meet at least once during each of the following Months: January, April, July, October and as needed.* The reason for this change is the City Planning Board will no longer be conducting

any site plans or subdivisions outside the City limits and feels our business will be decreased.

** *Brush moved to amend the By-laws to read: Article VI - Meetings; Section 1. Regular Meeting Date - to strike (a), make b (a) and should read as follows: The Board shall meet at least once during each of the following Months: January, April, July, October and as needed. Also add: the quarterly meetings months shall be the 3rd Tuesday of that month at 6:00 pm, second by Certain. A roll called vote was requested. Butcher - aye, Barta - aye, Brush - aye, Kassner - aye, Hardesty - aye, and Certain - aye. Motion approved.*

** *Brush moved to approve the By-laws as amended, second by Hardesty. A roll called vote was requested. Brush - aye, Kassner - aye, Certain - aye, Hardesty - aye, Barta - aye, and Butcher - aye. Motion approved.*

Adjournment: On motion, the meeting was adjourned at 6:30 pm.

Respectfully submitted,

Roxanna Brush
Board President