

**AREA PLAN COMMISSION
MINUTES
February 1, 2016**

THE MEETING OF THE AREA PLAN COMMISSION OF GRANT COUNTY was held on Monday, February 1, 2016 at 7:00 PM at a regularly scheduled meeting on the first floor of the Grant County Office Complex at 401 South Adams Street, Marion, Indiana.

Members present: Bob Bothwell, Myron Brankle, Mike Burton, Stacy Clupper, Tony Manry, Rex Maynard, Bob Monroe, Tyson Nuckols, Dick Treon and President, John Bonham.

Members absent: Chuck Draine, Jim McWhirt, and Karen Owen,

Staff present: Executive Director Steve Niblick, APC attorney Bruce Elliott and Recording Secretary Debbie Wallace.

John Bonham opened the meeting with the Pledge of Allegiance.

Minutes: Rex Maynard moved Bob Monroe seconded to approve the January 4, 2016 minutes. All members present voting yes; vote 10-0; motion carried.

No petitions were filed.

Elections of officers

John Bonham turned the meeting over to Vice-President Bob Bothwell

Nominations: Bob Monroe nominated John Bonham for APC President Myron Brankle seconded; no other nominations were made. All members present voting yes; motion carried.

John Bonham took over the meeting

Nominations: Bob Monroe nominated Bob Bothwell for APC Vice-President Tony Manry seconded; no other nominations were made. All members present voting yes; motion carried.

Appointment to Executive Committee

Nomination: Myron Brankle nominated Bob Monroe to the Executive Committee Rex Maynard seconded; no other nominations were made. All members present voting yes; motion carried.

Appointment to the Board of Zoning Appeals

Steve Niblick explained that the APC needed to make two appointments to the Board of Zoning Appeals. One needed to be a municipal representative (Rex Maynard) and the other a county representative (either Bob Monroe or Myron Brankle). Bob Monroe is currently on the BZA and indicated he was willing to remain. So the appointments for 2016 to the BZA are Rex Maynard and Bob Monroe.

Reports, resolutions:

Steve Niblick – the reports will be sent with March packets; these will include financials from the general fund; unsafe building fund; monthly activity report for permits; and report of types of exempt splits. Any additional information you would like let us know and it will be given to you at the next meeting.

Rex Malott, APC's part time building inspector is on extended vacation (with no compensation) until April 4, 2016; this was run through the Commissioners. Ryan Malott (Rex's son) is filling in until Rex gets back. He is a licensed home inspector and came in on his own time to ride with Rex to familiarize himself with the process, without being paid.

Steve will be on vacation from February 10 through February 21. There have been a few changes to the office for security purposes. Have been audited by the State Board, received a verbal approval for 2014. The only people that handle the money are Debbie, Brenda and Steve. All three are bonded and no one else handles any of the money.

Other business:

Stacy Clupper – there was a discussion at one of the Executive board meetings’ last fall about bringing someone in for training. She has contacted Jeff Burbrink, a colleague of hers with Purdue Extension; he is from Elkhart County, he has been on their Plan Commission for many years and is very knowledgeable regarding Plan Commissions. He will do a short training session to go over the duties and responsibilities of the board. Materials that he brings down could be used for new member orientation. Board of Zoning Appeals members could also attend. This is tentatively scheduled for March 7, 2016, which is the next scheduled meeting. His presentation would only be about thirty to forty-five minutes, so possibly an hour for the session.

Organizational charts and job descriptions for the staff were passed out. This is probably only two thirds of what the office actually does. Bob Bothwell questioned where the BZA would be at on the organizational chart; Steve will review and let the board know.

There being no other business, Tony Manry moved Bob Bothwell seconded to adjourn the meeting; meeting adjourned at 7:50 PM.

John Bonham, APC President