MINUTES OF MEETING OF
WASHINGTON COUNTY PLAN COMMISSION
Held February 7, 2011 at 6:30 p.m.
Council Chambers—City Hall Building

This public meeting was called to order at 6:35 p.m. by David Hoar. In attendance at the start of the meeting were members Jeff Souder, Brad Shelton, David Hoar, Eric Rusby, Scott Maudlin, Jim Day, and attorney Thomas E. Scifres. John Mishler and Adam DuFour arrived after the start of the meeting. Member Shenan Campbell was absent. The Pledge of Allegiance was led by Eric Rusby and David Hoar led the group in prayer. John Mishler arrived at 7:15 p.m. and Adam DuFour arrived at 7:45 p.m.

The first order of business was approval of minutes for the November 10, 2010 meeting, November 15, 2010 meeting and the January 3, 2011 meeting. Jim Day made a motion for the approval of said minutes, with Scott Maudlin seconding. The motion passed 6-0.

The next order of business was the election of officers. Jim Day nominated David Hoar to act as President. Jeff Souder seconded that nomination. Scott Maudlin made a motion that the nominations close, with Eric Rusby seconding. The nomination to close passed 6-0. The nomination of David Hoar for President passed 6-0. Scott Maudlin nominated Eric Rusby to act as Vice-President. Brad Shelton seconded that nomination. Jeff Souder made a motion that the nominations close, with Jim Day seconding. The nomination to close passed 6-0. The nomination of Eric Rusby for Vice-President passed 6-0. Jim Day nominated attorney Thomas E. Scifres to act as Secretary. Eric Rusby seconded that nomination. Jeff Souder made a motion that the nominations close, with Brad Shelton seconding. The nomination to close passed 6-0. The nomination of Thomas E. Scifres to act as Secretary passed 6-0.

President David Hoar noted that several items were on the agenda that would require lengthy discussion and requested that items be taken out of order, with the Rules of Procedure being the first item to be discussed. Eric Rusby so moved, with Scott Maudlin seconding. The motion passed 6-0. Eric Rusby discussed his research in the Planner's Guide on general rules of procedure

and content requirements. He further discussed Bartholomew County's Rules of Procedure and how it contains all the required elements. David Hoar stated he had gone over Columbus and Bartholomew County's Rules of Procedure and commented on its thoroughness and logical format. Eric Rusby further discussed Harrison County's web-site and how ordinances are available there. Further Eric Rusby suggested appointment of a sub-committee to begin work on the Rules of Procedure for the Washington County Plan Commission.

Eric Rusby volunteered to work on a web- posting for the Plan Commission on the Washington County government web-site. David Hoar, John Mishler, Eric Rusby, and Thomas Scifres volunteered to begin work on Rules of Procedure. Jeff Souder made the motion to appoint those four (4) to draft the Rules of Procedure, with Scott Maudlin seconding. The motion passed unanimously. (Note that the composition of this committee was modified later in the meeting, below).

Thomas Scifres suggested that someone on the sub-committee come up with a proposed draft before the first time they meet to discuss just to save time. Jeff Souder suggested that we start with a more basic document, observing that it is easier to add to than it is to remove from or reduce the draft. Eric Rusby suggested a timeline. David Hoar requested that the draft be presented to the Plan Commission no later than April 15, 2011 and Jeff Souder amended his motion appointing the committee to include an April 15 deadline accordingly. The amended motion passed 7-0.

The next order of business was a discussion of the Subdivision Ordinance of the City of Salem. Jeff Souder stated he had reviewed the ordinance and felt like there were items in there would apply to the City of Salem and not the County. Jeff Souder volunteered to serve on that committee once it was established. Eric Rusby also volunteered due to his extensive experience and familiarity with Harrison County's ordinance. John Mishler gave the history of Washington County's current subdivision ordinance, which actually came out of a previous attempt at a Comprehensive Plan. A general discussion was had about the Highway Department, School Districts, Building Commissioner, Fire, and Police participating in the drafting of such an ordinance. Eric Rusby volunteered to e-mail out a sample ordinance he had located. David Hoar suggested the

need to think about potential participants in the subdivision committee and to have them attend the next meeting.

Next was the feedback on the recent training session. Jeff Souder thanked David Hoar for coordinating the session. Several positive comments were made about the materials from the session.

Adam DuFour arrived at the meeting, and President Hoar inquired about expenses, pointing out that the cost of the meal for the training session was covered by the participants. Adam DuFour stated he had not received the bill from Salem High School for janitorial service that was used for the training session. Thomas Scifres reported his that his material reproduction costs and the costs of coffee and supplies were being donated. John Mishler pointed out there was $20,000.00 in the Plan Commission budget. David Hoar brought up the desire to purchase a laptop and projector and possibly working with the City of Salem and their Plan Commission to share in the cost of these items. It was further reported that Farm Bureau donated $200.00 towards refreshments for the training session.

At this time, Eric Rusby re-opened the discussion about the Rules and Procedures committee and offered to accept Adam DuFour as a member. DuFour expressed interest, and a discussion about the size of the committee ensued. John Mishler offered to step down and let Adam DuFour sit in his place, and by unanimous consent of the members present, the substitution was agreed to.

The agenda items being mostly covered, President Hoar opened the meeting up to comments from the public. Max Greene, of Campbellsburg, referred to the Comprehensive Plan and comments made therein about restrictions on the division of prime farm ground. He specifically inquired whether prime farm ground with one (1) split would constitute a "subdivision". A general discussion was had and advised him that would not be the case.

President Hoar commented that some people had inquired about the availability of electronic copies of the Comprehensive Plan. Rhonda Greene, a member of the public in

attendance, reported that during the discussion she had "burned" two (2) copies of the Comprehensive Plan and donated them to be given to the Board of Realtors.

Finally, President Hoar discussed the need for the Commission to adopt an official "seal" in conformity with the requirements of the Indiana Code. Jeff Souder made the motion to expend the resources to obtain the seal and to appoint John Mishler to obtain it, with Adam Dufour seconding. Thomas Scifres said that this needed to be done immediately. The motion passed 8-0.

At this time, Jeff Souder made a motion to adjourn the meeting with Eric Rusby seconding. With an 8-0 vote the meeting was adjourned.

David Hoar, President

Eric Rusby

Shenan Campbell

Scott Maudlin

John Mishler

Adam DuFour

Jim Day

Jeff Souder

Brad Shelton

COMMISSION ATTORNEY

Thomas E. Scifres