

**MINUTES OF
Rensselaer Advisory Planning Commission Special Meeting 2023-05
Monday, July 24, 2023 at 6:00 PM CST**

I. Call to Order:

The members of the Rensselaer Advisory Planning Commission met on Monday July 24, 2023 in City Hall Council Chambers. Advisory Planning Commission Vice-President, Cliff Wood, called the meeting to order at 6:00 PM CST. He asked Joshua Davis to proceed with roll call.

II. Roll Call:

Present: Jeff Rayburn, Deana Rule, Joe Effinger, Bryce Black, Justin Wilson, Mike Davis, Sean Cawby, Cliff Wood and Building Commissioner - Joshua Davis.

Absent: Stan Haines

Guests: City Attorney - Jacob Ahler, Jessica Call, Mayor Wood, Philip Roth, George Cover, Noelle Weishaar, Shawn Cain, Kevin Arnold, Shelby Keys, Russ Overton and Bob Schenk.

III. Old Business:

Since this is a Special Meeting of the Rensselaer Advisory Planning Commission, there is no Old Business to be discussed.

IV. New Business:

A. Appointment of Secretary

Since the Advisory Planning Commission does not currently have a secretary, the members must formally appoint one. Commissioner Davis stated that in IC 36-7-4-304, the secretary of the Plan Commission is not required to be a member. This individual will be responsible for the Commission's administrative duties such as preparing agendas and minutes, communicating with the members about agenda items, and scheduling monthly meetings. Since the responsibility has always fallen upon the Building Department Administrative Assistant, a motion to appoint Jessica Call as the Commission's Secretary will be needed. Motion was made by Rayburn, seconded by Black.

Motion Passed.

B. Public Hearing to Recommend the Rensselaer Comprehensive Plan to City Council for Adoption

A motion was needed to close the Plan Commission Meeting and Open the Public Hearing to recommend the 2023 Comprehensive Plan to the City Council for adoption. Motion was made by Davis, seconded by Effinger.

Motion Carried - Public Hearing Opened

Cliff Wood asked Philip Roth of American Structurepoint to address the Plan Commission. Roth stated there were three (3) steps that needed to take place before the Comprehensive Plan was complete; Public Hearing, action to recommend to City Council and City Council Approval. Shawn Cain of K-IRPC informed members that the Community Development Block Grant (CBDG) was for \$50,000.00 and the City of Rensselaer paid a local match of \$5,560.00 for the Rensselaer Comprehensive Plan. Wood then asked if there were any members of the public in attendance that would like to comment on the proposed plan. No additional comments were made; therefore, Wood entertained a motion to close the Public Hearing. Motion made by Rayburn, seconded by Davis.

Motion Carried - Public Hearing Closed.

Motion made by Rayburn, seconded by Rule to reopen the Plan Commission Meeting.

Motion Carried - Public Meeting Re-Opened.

C. Resolution PC 02-2023: Recommending the Approval of the 2023 City of Rensselaer Comprehensive Plan.

Commissioner Davis presented Resolution **PC 02-2023** and asked if there were any additional questions. Since there were no questions or comments in regard to this recommendation, Wood entertained a

motion for approval. Motion made by Rayburn, seconded by Rule. Commissioner Davis proceeded with a roll call vote:

Jeff Rayburn:	Yes	Deana Rule:	Yes
Joe Effinger:	Yes	Bryce Black:	Yes
Justin Wilson:	Yes	Mike Davis:	Yes
Sean Cawby:	Yes	Cliff Wood:	Yes
Stan Haines:	Absent		

Motion Passed.

V. Adjournment:

Cliff Wood adjourned the meeting with a motion by Rayburn, seconded by Rule.

Motion Carried - Meeting adjourned at 6:10 PM CST

Minutes Prepared by: Plan Commission Secretary - Jessica Call