

**KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING
Minutes**

Mr. Paul Darpel, Chair, called the meeting to order at 6:15 PM on Thursday, December 6, 2012, and opened the proceedings with the Pledge of Allegiance and an invocation by Mr. France. The meeting was held in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of members (for this meeting as well as those during the year to date) was as follows.

		2 0 1 2												
Member	Jurisdiction	J a n	F e b	M a r	A p r	M a y	J u n	J u l	A u g	S e p	O c t	N o v	D e c	
Ms. Diane Brown	Erlanger	X	X	X	*		X	X		X		X	X	
Barbara Carlin	Kenton Co	X	X	X	X	X	X	X	X	X	X	X	X	
Barry Coates	Covington	X	X	X	X	X	X		X	X	X	X	X	
James Cook	Kenton Co	X	X	X	X				X		X	X	*	
Paul Darpel, Chair	Edgewood	X	X	X	X	X	X	X		X	X	X	X	
Chuck Eilerman	Covington	*	X	X	X	X	X		X	X		X		
Tom France, V.Chair	Ludlow	X	X	X	X	X	X	X		X	X	X	X	
David Hilgeford	Villa Hills	X	X	X		*	X		X		X	X	X	
Lynne Hood	Crestview Hills	X	X	X	X	X	X	X	*	X	X	X	X	
Marc Hult	Covington	X	X	X	X	X	X	X	X	X	X	X	X	
Mark Hushebeck	Lakeside Park		*		*		X	X	X	X	X			
Joe Pannunzio	Elsmere	X	X	X	X	X	X	X	X	X	X	X	X	
Stan Porter	Taylor Mill	X	X	X	X	X	X		X	X	X	X		
Mark Rogge	Crescent Spgs	X	X	X		*	X	X	X	X	X	X	X	
Dan Ruh, Treasurer	Fort Wright	X	X	X		*	X		X		*	X	X	
Shad Sletto	Fort Mitchell	X	*		*	*	X		X		X	X	X	
Maura Snyder	Independence	X	X	*	X	X	X	X	X	X	X		*	
Joe Tewes	Bromley	X	X		X	X	X	X	*	X	X		*	
Carl Gerrein	Park Hills										X	X	X	

“X” denotes attendance at the regular meeting and “x” denotes attendance at the continuation meeting.

“*” denotes arrival after roll call was taken.

Also present were Matt Smith, Legal Counsel, and the following NKAPC staff: Mr. Martin Scribner, Dep. Director for Current Planning.

AGENDA

Mr. Rogge made the motion to approve. Ms. Hood seconded the motion. A roll call vote on the motion found Mr. Rogge, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. France, Mr. Hilgefjord, Mr. Hult, Mr. Pannunzio, Mr. Ruh, Mr. Sletto, Mr. Gerrein and Mr. Darpel in favor. The motion carried unanimously.

APPROVAL OF THE MINUTES:

Mr. Hult made the motion to approve. Ms. Brown seconded the motion. A roll call vote on the matter found Mr. Hult, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. France, Mr. Hilgefjord, Ms. Hood, Mr. Pannunzio, Mr. Rogge, Mr. Ruh, Mr. Sletto, Mr. Gerrein and Mr. Darpel in favor. The motion carried unanimously.

RECEIPTS AND EXPENDITURES:

Mr. Darpel noted the miscellaneous item on the budget was for envelopes primarily. There being no further discussion, Mr. France made the motion to accept the report as submitted. Ms. Hood seconded the motion. A roll call vote on the motion found Mr. France, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Hilgefjord, Mr. Hult, Mr. Pannunzio, Mr. Rogge, Mr. Ruh, Mr. Sletto and Mr. Darpel in favor. The motion carried unanimously.

ACTIONS SINCE LAST MEETING:

The memorandum regarding the actions taken by Staff over the past month was distributed for informational purposes only. There were no questions or comments.

RECENT ACTIONS BY LEGISLATIVE BODIES:

No action required.

FISCAL YEAR FINANCIAL AUDIT REPORT

John Chamber of Van Gorder, Walker & Co. addressed the Commission with regard to the audit report. He stated they typically like to see a three month reserve to cover expenses which would amount to approximately \$17,000 and at this time there is approximately \$1,300 in the account. He further noted at this time there is a \$ 10,000 loss at the moment and without the discount it would be approximately a \$40,000 loss. He then highlighted briefly the report in general and referenced a management letter to the Commission wherein he stated the Commission cannot continue to absorb the losses that are being suffered from year to year under current conditions. He also highlighted the financial statements and noted the current assets and liabilities figures. He stated the expenditures for the year were about \$5,000 more than last year. He further noted if anyone had any questions or concerns you could contact them with any issues at any time. Mr. Darpel noted action would need to be taken on the audit

to have it approved. Mr. Rogge then made the motion to approve as submitted. Mr. Ruh seconded the motion. A roll call vote on the matter found Mr. Rogge, Mr. Ruh, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Ms. Hood, Mr. Hult, Mr. Pannunzio, Mr. Sletto, Ms. Snyder, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. The motion carried unanimously.

PUBLIC HEARINGS:

Mr. Darpel noted with regard to issue W-720 that a request to table had been received. He then asked for a motion to table the matter for a period of up to six months. Ms. Snyder made the motion to table as specified. Ms. Hood seconded the motion. A roll call vote on the motion found Ms. Snyder, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Pannunzio, Mr. Ruh, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. Mr. Rogge voted against. The motion carried.

Unfinished Business: None.

Reports from Committees:

By-Laws – Nothing to report.

Direction 2030 (comprehensive plan) – Mr. Darpel stated they have been meeting with the task force and the technical task force. He stated they had a few weeks to send the information to all the jurisdictions. He noted the time frame would probably be extended.

Executive – Mr. Darpel noted they did not meet. Nothing to report.

Subdivision Regulations – Mr. Cook stated they have a meeting next Thursday to resolve the street problems. He asked if any of the commissions could attend they would appreciate it.

2020 Sourcebook (model zoning ordinance) – Mr. Rogge had nothing to report.

Report from Legal Counsel – Nothing to report.

Announcements from Staff – Mr. Scribner noted he wanted to acknowledge everyone on the commission for those that have put in so many extra hours over the past year.

Correspondence:

New Business: - Mr. Darpel noted a with regard to the meeting schedule for the next year there was a change with regard to the July meeting. There being no further changes, Ms. Snyder made the motion to approve. Ms. Hood seconded the motion. A roll call vote on the motion found Ms. Snyder, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Pannunzio, Mr. Rogge, Mr. Ruh, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. The motion carried unanimously.

Mr. Darpel noted the nominating committee would need to be appointed for the election of 2013 officers. Mr. Darpel stated Ms. Snyder would be heading that commission once again. Mr.

Hult made the motion to approve the nominating committee. Ms. Hood seconded the motion. A roll call vote on the motion found Mr. Hult, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Mr. Pannunzio, Mr. Rogge, Mr. Ruh, Mr. Sletto, Ms. Snyder, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. The motion carried unanimously.

Mr. Hult noted OKI embarking on a strategic planning process and it would be useful in his opinion for the Commission to follow them. Mr. Darpel asked Mr. Scribner to place the item on the agenda for appointments that need to be made.

Mr. Darpel then noted there would be an educational opportunity upcoming on January 30 presented by Stacy Tapke. He asked for a motion to include the seminar toward continuing education hours. Ms. Brown made the motion to approve. Ms. Snyder seconded. A roll call vote on the matter found Ms. Brown, Ms. Snyder, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Ms. Hood, Mr. Hult, Mr. Pannunzio, Mr. Rogge, Mr. Ruh, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor.

Public Comments: None.

There being nothing further to come before the commission, a motion to adjourn was made by Ms. Snyder. Ms. Hood seconded. A roll call vote on the matter found Ms. Snyder, Ms. Hood, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. France, Mr. Hilgefurd, Mr. Hult, Mr. Pannunzio, Mr. Ruh, Mr. Sletto, Mr. Gerrein, Mr. Tewes and Mr. Darpel in favor. Mr. Rogge abstained. The meeting then adjourned at 7:46p.m.

APPROVED:

Chair

Date