



Office of Building, Planning, & Code Compliance
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Meeting: March 5, 2024 Members present: Don Kring, Jeff Berg, Jeffery Houston, Sherry Cowen, Jim Brown and Jim Jenkins Members not present: Ron Parker, Dave Metz, and John Wilson Staff present :Lonnie Boley, Justin Schramm The March 5, 2024 Plan Commission meeting was called to order at 6 PM by President Donald Kring. Member Jeff Berg made a motion to add number 4-A to the agenda change of secretary. Member Sherry Cowen seconded the motion. Motion carried 6-0, Member Jim Brown made a motion to accept the minutes as presented. Member Jim Jenkins seconded the motion. Motion carried 6-0. President Don Kring told the commission that Sherry Cowen could no longer perform her duties as secretary due to an injury to her wrist. Member Sherry Cowen nominated member Jeff Houston to be the new secretary. Member Jim Brown second did the motion. Motion carried 6-0. Member Jeff Berg gave a report on the Tech Committee. He noted that he and the other members of the committee are working on the rules of procedure and are about done with them. They should be completed by the next meeting. He noted that Lonnie has the document on his computer in his office. Tech committee member Jim Jenkins noted that he would like everyone to go over it before it is accepted. It was noted that the last update was done in 2017. Member Jim Brown noted that he thought there were some things that were in conflict and some things that were left out altogether. Any changes should be highlighted on the new document so we can compare to the old document. A short discussion took place about what needed to be on the monthly agenda. For example whether we needed a conflict of interest item every month. President Don Kring suggested we leave the item on the agenda just in case we needed to use it. Member Jeff Berg lead a discussion about exploring the need of having an executive committee. The purpose of the committee would be to discuss executive matters. It must have 3 to 9 members. It would make decisions on time sensitive issues, personnel, recommendations on legislation or time extensions. Member Jeffery Houston questioned whether we need to have a standing executive committee. Member Jeff Berg suggested that we may establish an executive committee in the future, if needed. Lonnie Boley noted that the Mayor would like the plan commission to go over ordinances and make sure they are updated. He noted that many ordinances need to be looked at after about five years. A good example would be the shipping container ordinance. Member Jeff Berg stated that the comprehensive plan needs to be updated by the plan commission also. Justin Schramm said that we should have one but he doesn't know how old it is. President Kring suggested that if the city has a comprehensive plan and it is up-to-date the plan commission probably could just adopt the same one. Next on the agenda was a discussion of the shipping container ordinance. lonnie Boley recounted that a contractor wanted to have a storage container for a full year. Attorney Schramm noted that this ordinance would only be



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enforced within the city limits and not the 2 mile jurisdiction and that it is not a zoning ordinance. Member Jeffery Houston noted that he appreciated that there was a procedure for an appeal in the ordinance. But he thought that there should be a change in section 4-A for the appeal to go to the board of works and not the council. Member Jim Brown made a motion to accept the ordinance as amended. Member Jeffery Houston seconded the motion. Motion carried 6-0. There were no citizen comments. There being no other business to come before the board the meeting was properly adjourned at 6:50 PM Jeffery Houston Secretary