



**CITY OF KNOX PLANNING COMMISSION  
101 WEST WASHINGTON STREET  
KNOX, INDIANA 46534  
574-772-5445**

**Meeting Minutes:** January 14, 2021

Members Present: Don Kring, Brent VanNorman, Todd Flagg, Jeff Berg, Jeff Houston

Members Not Present: John Wilson, Ron Parker, Dan Allen

Staff Present: Kenny Pfof, Todd Wallsmith

Staff Not Present: N/A

The January 14, 2021 Planning Commission meeting was called to order at 7:00 p.m. by President Don Kring. The Pledge of Allegiance and Roll Call were performed. There were no amendments to the agenda. Member Berg made a motion to accept the December 1, 2020 minutes and member VanNorman seconded the motion for approval. Carried 5-0.

Re-organization: Don Kring, Ron Parker, and Jeff Berg were re-appointed to the Planning Commission by the Knox City Council on January 12, 2021.

Member Berg nominated Don Kring for President. There were no other nominations. Carried 5-0.

President Kring nominated John Wilson for Vice President. There were no other nominations. Carried 5-0.

Member Berg nominated Kenny Pfof for Non-Member Secretary. There were no other nominations. Carried 5-0.

President Kring nominated Kenny Pfof for Planning Administrator. Carried 5-0. Mayor Estok had re-appointed Kenny as the Planning Administrator on January 12, 2021.

Attorney Contract: There was discussion about Attorney Wallsmith's contract for 2021. Attorney Wallsmith stated that he would like a separate payment for drafting ordinances if the Commission anticipates having a lot of them written. The contract currently includes writing ordinances. The contract also automatically renews if notice of changes is not given 30 days prior to the effective date. Attorney Wallsmith stated that the contract cannot be changed until next year. Member Houston made a motion to accept the current contract and retain Todd Wallsmith as the Planning Commission Attorney. Member Flagg seconded the motion. Carried 5-0.

Two-Mile Jurisdiction: Secretary Pfof presented a Certificate of Project Approval form that he will issue to qualified applicants wishing to receive a permit from the Starke County Planning Commission for properties in the Two-Mile Jurisdiction.

Citizen Comments: N/A

Adjournment: Member Houston made a motion to adjourn. Member Berg seconded. Carried 5-0. The meeting was adjourned at 7:51 pm.

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Kenny Pfof  
Director/Secretary