

Area Plan Commission Regular Session

April 13, 2023

The April 13, 2023 regular session of the Area Plan Commission was called to order at 6:06 p.m. by President Scott Nogle. Members who answered roll call were Mr. Scott Nogle, Mr. Ron Mack, Mr. John Moore, Mr. Brian Stevens, Mr. Lary Langley, Mrs. Barbara Phillips, and Mr. Phil Cox.

Also present: Mr. Bruce Auckerman

The March 9, 2023 minutes were examined. Mrs. Phillips made a motion to approve the minutes as presented. Mr. Mack seconded. Motion Carried.

New Business:

a. Old Area Plan Office

The old Area Plan Office is no longer available for our use. The Commissioners will be changing the locks, and we will no longer have access to that room.

b. Executive Director Position

The Board has received two applications for the Executive Director position. After a lengthy discussion, review of the applications, and consideration of the experience and skills of each applicant, a motion was made by Mr. Moore to make an offer to Candidate 1. Mr. Stevens seconded. A roll call vote was held, and the motion carried unanimously. It was also decided that if Candidate 1 declines the position, Candidate 2 will be brought in to start the interview process.

It was decided by the Board that the Board President Mr. Nogle would make an offer to Candidate 1. If position was accepted, Mr. Nogle would work on a start date and office space. If job offer was declined, then the Board will be notified, and we will move on to Candidate 2.

c. Executive Director Salary

The Vermillion County Council approved a maximum salary of \$42,500 for the Executive Director position. After discussion of what duties would be in the Executive Director position, Mr. Moore made a motion to set the salary at \$42,500. Mr. Mack seconded the motion. Motion passed unanimously.

d. Executive Director Office Space

Mr. Nogle mentioned to the Board that office space is available in the Vermillion County Economic Development Office. If we decide to locate the Area Plan Office there, we will have to pay rent to use that office. We are not certain if there is money in the budget for that. If not, we will need to request office space at the Vermillion County Courthouse. After discussion, Mr. Mack made a motion to move the Area Plan Office to the Economic Development Office location if possible, and if not, to request office space at the courthouse. Mr. Langley seconded. Motion carried unanimously.

e. Executive Director Job Description

Due to a change in responsibilities being made to the Executive Director position, finalization of the job description was tabled until the next meeting.

f. Recording Secretary Position

In response to a request by the Vermillion County Council, the position of paid Recording Secretary for the Area Plan Commission was eliminated, and the Executive Director will assume those duties. Mr. Moore made a motion to approve this proposal. Mr. Mack seconded the motion. Motion carried unanimously.

Old Business:

- a. Mr. Mack informed the Board that the Vermillion County Drainage Board was working on an Ordinance that would reflect our Comprehensive Plan.
- b. An Office Report and a report of Claims Paid since February 2, 2023 were not available for review.

With no further business before the board, Mr. Moore made a motion to adjourn the meeting. Mr. Stevens seconded. Motion carried.

Submitted by:
Barbara Phillips
APC Secretary

**Board of Zoning Appeals
April 13, 2023**

There was no new business before the board.