

## LAKE COUNTY PLANNING COMMISSION

### Meeting Minutes

April 19, 2011

**1) Call to Order**

Meeting was called to order at 4 p.m. by Linda Van Dolsen.

**2) Pledge of Allegiance**

**3) Roll Call**

Present: Larry Collier, Bill Gillard, Linda Van Dolsen, Don Arquette, Gwen Warren, Ken Wenzel, Susan Dennis, Patrick Johnson, Ellen Kerans

**4) Approval of Minutes of March 15, 2011 Meeting**

Motion was made by Ken Wenzel, second by Bill Gillard. Motion Carried.

**5) Finalization of By-Laws**

Susan Dennis discussed that the By-Laws should be reviewed by the individual Commission members and edit the sections pertaining to them and e-mailing edited copies to Ellen Kerans prior to the next meeting.

**6) Training for Commission Members**

Linda Van Dolsen asked about funding for training for Planning Commission members. Larry Collier reported that currently there are no funds available from the County for training.

Susan Dennis said that there was a free on-line USDA course that Commission members could take. The web site for that course is:

[www.rurdev.usda.gov/rd/aglearntraining/index.htm](http://www.rurdev.usda.gov/rd/aglearntraining/index.htm), and that all Commission members should complete the introductory phase of this course by next meeting.

**7) List of Key People and Points of Contact in Townships**

Commission members are to compile a list of key people in their Townships that includes names, addresses, and phone numbers, and e-mail this list to Ellen Kerans prior to the next meeting.

Some Commission members turned in to Linda Van Dolsen master plans and zoning ordinances which they had collected prior to this meeting.

**8) Goals for the Next Meeting**

- A) E-mail edited By-Laws to Ellen Kerans.
- B) E-mail list of key people to Ellen Kerans.
- C) Complete introductory portion of USDA training.

**9) Meeting Time and Dates**

It was discussed that to accomplish our mission in a timely manner, we should meet more than once a month and earlier in the day as to allow more time for the meeting. Decision was made to meet twice a month and start the meetings at 2:30 p.m.

**10) Mileage and Per Diem for Commission Members**

Commission members are entitled to per diem of \$40 per meeting and 50 cents per mile to get to and from Commission meetings. Larry Collier was asked to talk to Shari Gibbs about e-mailing information as to how to put in for per diem and mileage to all Commission members.

**11) May Meeting Dates**

May 17, 2011, 2:30 p.m., Lake County Building

May 31, 2011, 2:30 p.m., Lake County Building

**12) Adjourn**

Meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Bill Gillard

Deputy Secretary