



Plan Commission Special Meeting Minutes – Monday, December 14, 2020

Call to order at 7:00 PM. by President Bonnie Brown.

Roll call: Members Present: President Bonnie Brown, Don Luepke, Scott Lazur, Dan Rippe, Tyson Johnston called in. President confirmed we have a quorum (5)

Others Present:

Old Business:

Zoning Administrator: Bonnie opened the floor for discussion on ZA applicant Travis Holcomb. All members spoke favorably of recommending Travis for the position. Dan Rippe voiced questions and concerns over calling Travis' references, the job being publicly posted, and the need to have at least one other applicant considered in writing. Tyson Johnston stated he personally or professionally knew every reference on Travis' resume and had no doubt each of them would speak in favor and highly of Travis. Bonnie stated the job was posted on the TOCL website for a couple weeks. Tyson Johnston received a second resume from a placement recruiter but did not bring it to the meeting due to the applicants' qualifications being substantially less than Travis' resume.

There was some concern of over qualification for the position however all board members felt the due to Travis seeking part time employment that the position met the needs for TOCL and Travis.

Dan Rippe voiced the need to receive and view the second applicants resume. Bonnie stated there were no regulatory requirements for the Plan Commission to interview a second applicant. Dan stated he had concerns over the perception of hiring without vetting more than one applicant and requested the hiring file include both resumes/applications and an oral/written report of the review of both files.

Motion by: Don Luepke

To hire Travis as the Zoning Administrator

2nd by Scot Lazur

Roll call vote: Don (Yes), Scot (Yes), Tyson (Yes), Dan (Yes), Bonnie (Yes)

5 Ayes 0 Nays 0 Absent Motion Carried

Bonnie Brown introduced starting salary discussion for Travis. Bonnie cited previous salaries of ZA's that were successful in the position. There was discussion by all members about an adequate hourly pay rate. Dan Rippe provided salary comp research averages from Zip Recruiter. Several minutes of salary debate and discussion

ensued amongst all members. Dan Rippe also stated the need to ensure whoever gets the position will need proper mentoring and training.

Motion by: Don Luepke

To offer Travis \$34.00 per hour with a review at six months for a possible raise.

2nd by Scot Lazur

Roll call vote: Don (Yes), Scot (Yes), Tyson (Yes), Dan (Yes), Bonnie (Yes)

5 Ayes 0 Nays 0 Absent Motion Carried

Discussion ensued about Travis' start date. Bonnie Brown and Don Luepke stated they would both interact and train Travis. Dan Rippe would like to ensure Travis receives a layout of roles and responsibilities of all those involved in TOCL business. Tyson Johnston stated this issue needed further discussion and Don Luepke agreed. Further discussion ensued about appointing a supervisor to the ZA position. Scot Lazur stated the need to understand all aspects of the position including the UDO, layout of the lake, and lake residents.

Bonnie Brown introduced old business about the Jack Wickland property. Bonnie stated Jack had completed many of the cleanup items required by TOCL but the large rotting cottonwood tree in his lake yard is still standing and in questions. Bonnie and Dan went to the property and measured the rot cavity in the tree and it is approximately 24" deep. Dan Ripper felt there was a need for the TOCL attorney Mike Hawk needed to draft letters to send to Mr. Wickland. Several more minutes of discussion ensued between all members.

Bonnie Brown introduced conversation about the Baker produce stand. Dan Rippe suggested a letter be sent to the owners to initiate conversation about an amicable solution for the produce stand during seasonal months.

New Business:

None

Motion by: Don Luepke

To adjourn the meeting

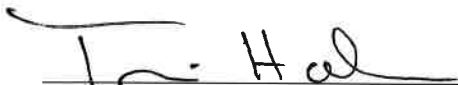
2nd By: Scott Lazur

Vote: 5 Ayes 0 Nays 0 Absent Motion Carried

Meeting adjourned at 8:24 P.M.



Plan Commission President: Bonnie Brown



Attest: Travis Holcomb