

Town of Clear Lake Plan Commission Special Meeting Minutes-August 16, 2021

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Call to order at 6:30 PM by President Bonnie Brown

Roll Call: Members present: Jim McClain, Dan Rippe, John Wilhelm, President Bonnie Brown, Tyson Johnston and Scott Lazur via teleconference. President B. Brown determined that we have a quorum.

Others present: Brenda Eby, Town Clerk, Larry Lillmars, potential Z.A hire and six residents. (see attached)

President B. Brown started the meeting by introducing Larry Lillmars, the Plan Commission's choice to fill the Zoning Administrator position. President B. Brown went on to say that Mr. Lillmar had spent some time shadowing her and she felt that he is a good candidate for the position. P.C. member, J. Wilhelm is also very much in favor of hiring Mr. Lillmars for the Z.A. position.

With no further discussion, President B. Brown entertained a motion to hire Larry Lillmars for the position of Town of Clear Lake Zoning Administrator.

Motion by:

Tyson Johnston to hire Larry Lillmars to fill the position of Town of Clear Lake Zoning Administrator.

2nd by:

John Wilhelm

All in favor, motion carried.

President B. Brown explained that the Zoning Administrator is officially listed as staff of the Plan Commission but must be presented to the Town Council for their agreement to bring him on to the payroll, which is the last formal step to the hiring of Mr. Lillmars. Mr. Lillmars will be presented to the Town Council at the council meeting immediately following this P.C. meeting.

Per the agenda for tonight's meeting, proposed changes to the UDO were to be discussed based on a meeting with P.C. member T. Johnston and a small group of residents.

The meeting did not happen so T. Johnston basically re-wrote his original Home Business standards based mainly on nuisance, community safety and integrity of the neighborhood versus a lot of extra verbiage. The new standards are less confusing and much more user friendly. The original meeting has been re-scheduled for Wednesday, August 18th, from 6:00 – 7:00 pm. The meeting will be held at the Town Hall.

President B. Brown asked for any other discussion. Member J. Wilhelm stated that he visited the property located at 130 Penner Drive. He stated that he took pictures from both inside and outside of the home. He described what he had seen. He now holds the folder for this property. He noted that there is no water supply to the home but there is electricity because the meter is running. He contacted the County Sanitation and the County Building Department to make appointments to meet with them to convey the Town's concerns with this property. He hopes to meet with them next week, even though the County stated that this is not in their jurisdiction. It was discussed as to whether J. Wilhelm has the authority to enter the home as an agent of the Town. J. Wilhelm further stated that his photos show that the home is unoccupiable.

With no other discussion, President B. Brown entertained a motion to adjourn.

Motion by:

J. McClain to adjourn the meeting

There was not second because:

D. Rippe had a question concerning the salary for the Z.A. position. The salary has to be presented to the Town Council at the time that the candidate is presented. Discussion followed on how the pay was determined. It was decided that the starting pay will be \$34.00 per hour, with a review at 90 days and then annually thereafter.

President B. Brown entertained a motion for salary for the new Zoning Administrator.

Motion by:

Tyson Johnston to start the Zoning Administrator out at \$34.00/hr. with a review in ninety days and annually thereafter, from the date of hire.

2nd by:

Scott Lazur

All in favor, motion carried.

With no further business to discuss, President B. Brown entertained a motion to adjourn.

Motion by:

Tyson Johnston to adjourn the meeting.

2nd by:

John Wilhelm

All in favor, motion carried

Meeting adjourned at 7:00 PM.

The next Plan Commission meeting will be on Monday, November 1, 2021, at 7:00 PM. The deadline for filing for a hearing is Monday, October 4, 2021.

Plan Commission President, Bonnie Brown

Attest: Brenda Eby, Town Clerk