

PLYMOUTH PLAN COMMISSION

January 2, 2024

The Plymouth Plan Commission met in regular session in the Council Chambers of the City Building, 124 North Michigan Street, Plymouth, Indiana on January 2, 2024, at 7:00 p.m.

Commission President Doug Feece called the meeting to order for Commissioners Alex Eads, Don Ecker Jr, Angela Rupchock-Schafer, Linda Secor, Fred Webster, and Paul Wendel answering roll call whom were physically present. Commissioners Mark Gidley, Randy Longanecker and Beth Pinkerton were absent. Others present were Advisory Member Dave Hostetler, Building Commissioner Dennis Manuwal Jr., City Attorney Jeff Houin, Mayor Robert Listenberger and Plan Consultant Ralph Booker. The public was able to see and hear the meeting through Microsoft Teams.

Commissioners Webster and Wendel moved and seconded to approve the minutes of last regular meeting of December 5, 2023. The motion carried.

Deputy Clerk-Treasurer Williams Administered an Oath of Office to the following members:

- Alex Eads
- Linda Secor
- Fred Webster

Commission President Feece announced that the meeting would start with the reorganization of the commission.

Commissioners Webster and Wendel moved and seconded to nominate Doug Feece for Plan Commission President. The motion carried.

Commissioners Ecker and Wendel moved and seconded to close nominations and elect Doug Feece for Plan Commission President. The motion carried.

Commissioners Webster and Rupchock-Schafer moved and seconded to nominate Alex Eads for Plan Commission Vice President. The motion carried.

Commissioners Ecker and Wendel moved and seconded to close nominations and elect Alex Eads for Plan Commission Vice President. The motion carried.

Commissioners Ecker and Secor moved and seconded to nominate Fred Webster for Plan Commission Secretary. The motion carried.

Commissioners Rupchock-Schafer and Wendel moved and seconded to close nominations and elect Fred Webster for Plan Commission Secretary. The motion carried.

The current slate of officers was retained as shown below.

Current Officers:

Doug Feece, President  
Timothy A. Eads, Vice President  
Fred Webster, Secretary

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The discussion was had to retain Fred Webster as County Liaison and to retain the same appointed members to the Technical Review Committee.

Feece states there has been some discussion to change times and he is aware it would put some hardship on some of us as he is aware some of us still work. He explains for the community, most of them work, and it gives them time to get around and come up here without having to get off early or take time off work to do it. He believes that is the reason why they have had them at the times they had. He explains it seems like this last year the Board of Zoning Appeals (BZA) has had some real long nights that lasted forever and he believes that 10:00 PM becomes heavy on everybody.

Webster states we have run this meeting at 7:00 PM for his entire life but there have been some discussions about meetings going to just 10:00 PM. He explains the County Plan Commission had a meeting last Tuesday over the solar ordinance and their meeting did not get over until 11:00 PM. He states it went on for 3 ½ hours with a 10-minute bathroom break. He explains we have had an occasional late meeting but this last year has been more of an anomaly compared to prior years so he would suggest keeping the same nights and same times unless there is a conflict with the dates.

Booker states May 7, 2024 is the primary election day and November 5, 2024 is election day.

Webster states we would be moving them to the following day on Wednesday as we have with prior years.

Wendel states the city council meeting starts at 6:00 PM twice a month and asks if it would be possible for them to meet at 6:30 PM. He states they have had several meetings go past 10:00 PM for BZA and he knows the discussion was brought up to move the BZA first before the Plan Commission. He states he does not believe that would be a good move unless the agenda warranted it. He states there could be a stipulation in if there is something that has to be before BZA first and then the Plan Commission.

Feece states they have had those Plan Commission meetings that have lasted quite a while as well but that is a real anomaly that they do not have very often. He believes what we should do is put a stipulation of ending at 10:00 PM. He states if it has to carry on next month, then it will have to carry on to the next month.

Webster asks if we are legally allowed to do that.

Houin responds by stating you could recess a meeting. He explains if it gets to a certain point and it is decided that it has gone long enough that you all can decide to recess it to a later time. He states you can technically put an end time on the meeting but if you do not finish the business then you will have to reconvene to finish the business.

Booker adds it can be put into your rules and procedures. He states an item can be added that the rule is a meeting cannot last longer than 10:00 PM but that would be for the BZA.

Houin states in that scenario, if it gets to 10:00 PM and you feel it is almost done, that you can change the rule. He states if you are going to do that, then you might be better off keeping in mind that you can recess and reconvene at another time.



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Ecker asks if we will be required to reconvene before the next scheduled meeting. He asks if we need to have it a week or two later.

Booker responds by stating he believes it would go to the next meeting.

Houin responds by stating you could make the determination at the time.

Webster asks if we would have to readvertise anything.

Houin responds by stating if it is recessed meeting and you announce the time and location to reconvene at the time that you recess, then it is a continuation of the same meeting and you do not have to readvertise. He states if you adjourn without finishing, then you do have to start a new meeting in which you would have to advertise.

Feece adds they have had a few special meetings over the years.

Commissioners Webster and Ecker moved and seconded to retain the same meeting days and times, the first Tuesday of each month at 7:00 p.m. in the City Council Chambers. With the exceptions of the May meeting and the November meeting being changed to the following day. The motion carried by roll call vote.

Yes: Eads, Ecker, Rupchock-Schafer, Secor, Webster and Feece

No: Wendel

Absent: Gidley, Longanecker and Pinkerton

Changes in Meeting Dates:

May 8, 2024 (Wednesday)

November 6, 2024 (Wednesday)

**Resolution No. 2023-1084:** Plymouth Economic Development Commission of the City of Plymouth, Indiana.

Plan Consultant Booker introduced the resolution and read it aloud.

Houin states this resolution was adopted by the Plymouth Economic Development Commission and it does not require any action on your part. He states by law, they are required to deliver it to you and all you have to do is acknowledge receipt.

Webster asks if this is strictly for the Water Street Townhomes Project so if someone else wanted to do something in that TIF District, then they have an opportunity to come back and float a second set of Economic Development Bonds for their project.


Houin responds by stating in theory they could but this resolution is just for this project.

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**Other Business:**

Houin states last month you approved the Comprehensive Plan and part of that plan calls for an Advisory Committee that will review the plan regularly and report back to the Plan Commission and the City Council to ensure the plans are being followed and action is being taken to make progress towards those goals. He states they are working to form that committee and it is tentatively planned to meet for the first time on January 25<sup>th</sup> and one of the first items on the agenda will be to create a draft resolution for the City Council to adopt to formally constitute that Advisory Committee. He states one of the steps will be to create a recurring item on your agenda as well as the City Council agenda just to report updates on that committee's activities and any recommendations they may have. He states it is really just a notice to watch for that on your agenda as he will be reporting on the progress. He explains he will be chairing that Committee right now as nobody else has volunteered so he plans to continue to chair it for the foreseeable future. He explains we will be reporting regularly on the progress and how we recommend you take further action on implementing the Comprehensive Plan.

With there being no other business to come before the Commission, Commissioners Wendel and Webster moved and seconded to adjourn the meeting. The motion carried and the meeting adjourned at 7:19 p.m.

  
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Kyle Williams, Recording Secretary