CALL TO ORDER
The meeting was called to order by Chairman Scott Gryder at 6:33 p.m.

ROLL CALL
Present: Lynn Cullick (arrive at 6:42 p.m.), Vice-Chair Judy Gilmour, Chairman Scott Gryder and Jeff Wehrli, Bob Davidson
Absent:
Also present: Jeff Wilkins: County Administrator; Mike Hoffman: Teska Consultant; John Philipchuck, Attorney for BCB Development IV, LLC

APPROVAL OF AGENDA
Judy Gilmour made a motion to approve the agenda as written, Jeff Wehrli seconded the motion.  Approved 4-0.

APPROVAL OF MINUTES
Jeff Wehrli made a motion to approve the minutes from August 10, 2015.  Bob Davidson seconded the motion.  Approved 4-0.

EXPENDITURE REPORT - None

PUBLIC COMMENT - None

PETITIONS - None

NEW BUSINESS/OLD BUSINESS

1. Authorize WBK to review Plano Stormwater Ordinance not to exceed $3000 – Motion made by Jeff Wehrli, seconded by Davidson. Mr. Wilkins stated that this was to authorize the engineering firm WBK to review the City of Plano’s draft stormwater ordinance to ensure it is as restrictive, if not more, than the County’s and to minimize variances. Mr. Wehrli asked if this was a revision or if this was Plano’s first draft of the ordinance. Mr. Wilkins stated it was their first draft. Mr. Davidson inquired on the reason for the County spending money on the City’s review. Mr. Wilkins stated that when the County was initially drafting its stormwater ordinance it did so in conjunction with Yorkville and Oswego. Now Plano is drafting their ordinance. County review may help eliminate the cost of possible variances in the future. Ms. Gilmour asked how often such a review would take place. Mr. Wilkins stated with the initial ordinance and future revisions, if any. Chairman Gryder called for a vote.  Approved 4-1; Bob Davidson voting nay.

2. Recommend approval of amended Senior Planner job description – Motion made by Jeff Wehrli, seconded by Lynn Cullick. Mr. Wilkins stated that the Senior Planner job description was reviewed and revised by the State’s Attorney’s Office to ensure the position was FLSA exempt. Ms. Gilmour asked for clarification on the exempt status if there was no supervision. Mr. Wilkins stated as the
position is expected to give policy recommendations and involves project management. Chairman Gryder called for a vote. **Approved 5-0.**

3. Agreement for the provision of funding to complete the Tanglewood Trails Subdivision – **Lynn Cullick made the motion, Judy Gilmour seconded.** Mr. Davidson stated that although he would take part in the discussion, he would abstain from voting. Mr. Wilkins stated that he worked with the State’s Attorney’s Office to draft an agreement with BCB Development IV, LLC for them to provide $85,000 to finish public improvements. The township would then take over maintenance of the improvements. The agreement allows the County to prioritize the improvements and set the schedule. Mr. Wilkins stated Mr. Philipchuck from BCB Development IV was available to answer questions. Chairman Gryder stated that he feels this is a very good deal considering the circumstances. Mr. Wehrli asked if the PUD agreement would need to be modified. Mr. Philipchuck stated he did not believe so as the agreement covered the changes in the PUD, mainly in the form of removing the recreational path. Mr. Davidson asked if the Homeowners Association (HOA) was involved the conversation. Mr. Philipchuck stated that BCB still manages the HOA and there are only 4 homeowners currently. Chairman Gryder called for a vote. **Approved 4-0; Mr. Davidson abstaining.**

4. FY 2016 Department budget review – Mr. Wilkins stated that the FY2016 budget slightly decreased due primarily to salary reductions. All other lines were similar with some decreases. Mr. Wehrli asked about the state of plumbing inspections. Mr. Wilkins stated that line item is over this year, but the overall budget is under and the plumbing inspection line item has been increased in the FY 2016 budget.

5. Remote meeting attendance for Historic Preservation Commission members – Mr. Wehrli stated that due to health complications one member could not make meetings regularly. As the member still wants to be involved, he asked Mr. Hoffman to look for a remote attendance policy. Mr. Hoffman stated that after reviewing policies from other government entities and review from the State’s Attorney’s Office in regards to the Open Meetings Act, he had a draft policy for review. He stated that the remote member could participate in the meeting but a quorum is still required to be in the meeting room. In addition, the policy restricts digital attendance to qualifying events. Ms. Gilmour asked if the member would still be able to vote; Mr. Hoffman answered in the affirmative. Mr. Davidson expressed concern at this policy eventually being adopted by all boards and asked if there was a provision that could be placed to limit it to Historic Preservation Commission. Mr. Wilkins stated the policy as presented only applies to the Historic Preservation Commission. The Board could add an additional step and adopt the policy as a revision to Historic Preservation ordinance. The Committee agreed to send the policy with revisions to the Board for approval. **Judy Gilmour motioned to send to the County Board as amended; Lynn Cullick seconded. Approved 5-0.**

6. LRMP Update (Trails and Little Rock Township) – Public Hearing 9/23/15 – Mr. Hoffman stated that there would be a public hearing at the Regional Planning Commission meeting at 7:00 pm on September 23, 2015 over the trails update and minor map amendments.

7. Kendall/Na-Au-Say One Acre Minimum Request – Waiting on Township Response – Mr. Hoffman stated they are still waiting on a response from the township.

8. 15-13 Kritzberg – ZBA Approved setback variance for garage on Game Farm Road – Mr. Hoffman stated that the Zoning Board of Appeals approved the setback for the garage at thirty-three (33) feet from the right-of-way. Original petition was six (6) to ten (10) feet, but was rejected by staff. Yorkville was consulted as it is surrounded by incorporated property and may be incorporated in the future. Yorkville approved of the thirty-three (33) feet setback. The only outstanding issue was the Mr.
Kritzberg wanted an additional curb cut. As it is zoned A-1, the garage is allowed to be built without a curb cut.

**UPDATE ON HISTORIC PRESERVATION**- Mr. Wehrli stated that he plans on attending Millbrook’s meeting on the 22nd to discuss the bridge with them. Also, on the 30th there will be an event at the Historic Courthouse with the other Historic Preservation Commissions in the County. They will have a guest speaker on Historic Preservation.

**UPDATE ON CMAP LAND USE COMMITTEE MEETING**- Mr. Hoffman stated that CMAP is looking to update their GOTO2040 plan. Chairman Gryder stated that he is attending a meeting on Wednesday.

**PROJECT STATUS REPORT**- Mr. Wilkins stated that they had hired John Sterrett as the senior planner. His first day will be September 21. He also stated that the County has started coordinating with CMAP on the Industrial Market Study. Mr. Wilkins also spoke on planning staff coordinating with the Health Department to examine the process of well and septic evaluations. Chairman Gryder added that the group overseeing oversized/overweight truck permitting was looking to meet with Fran Klaas, the County Engineer, soon.

**PERMIT REPORT**- Reviewed

**REVENUE REPORT**- Mr. Wilkins stated that they were slightly under this year compared to previous years.

**CORRESPONDENCE**- None

**EXECUTIVE SESSION**- None

**ADJOURNMENT**- Next meeting will be on October 5, 2015
Bob Davidson made a motion to adjourn the meeting. Lynn Cullick seconded the motion. Approved 5-0. Chairman Gryder adjourned the meeting at 7:33 p.m.

Respectfully Submitted,
Andrez P. Beltran
Economic Development and Special Projects Coordinator