

## LAND USE COMMITTEE MINUTES

**DATE OF MEETING:** April 6 2020 at 5:00 p.m. DeWitt County Building

**MEMBERS PRESENT:** Terry Ferguson – Chair, Jay Wickenhauser and Camille Redman. Cole Ritter and Melonie Tilley attended audio conference call. Also, Dee Rentmeister, County Administrator.

**MEMBERS ABSENT:** None

### **SUMMARY OF DISCUSSION:**

- Monthly report submitted and reviewed.
- Motion by Redman, 2<sup>nd</sup> by Wickenhauser to approve last month's minutes. Voice vote, motion carried.
- Motion by Wickenhauser, 2<sup>nd</sup> by Redman to approve the claim. Voice vote, motion carried.
- Discussion on the zoning administrator's job – number of hours per week and wage. Committee determined to advertise for the position with a 30-hour work week with benefits. Hourly rate of \$17 to \$20 per hour depending on qualifications. Motion by Tilley, 2<sup>nd</sup> by Ritter to recommend to the finance committee to recreate the zoning administrator's position as a 30hour per week position with an hourly range of \$17 to \$20 depending on qualifications. Voice vote, motion carried.
- Discussion on having the zoning administrator report to the county administrator. Will refer this to the finance committee and make change in the job description.
- Will talk with Mr. Bradford to see if he would be willing to stay on for a little while after the initial 60 days. Will advertise on Indeed.com once the finance committee has met and acted on the position/wage.
- Motion by Tilley, 2<sup>nd</sup> by Wickenhauser to adjourn at 5:18 p.m. Voice vote, motion carried.

### **COMMITTEE ACTION:**

Approve the claims.

Approve last month's minutes.

Recommend to the finance committee to recreate the zoning administrator's position as a 30hour per week position with an hourly range of \$17 to \$20 depending on qualifications.

### **RECOMMENDATIONS TO THE FULL BOARD:**

None

**DATE OF NEXT MEETING:** May 13, 2020 at 5:30 p.m.

**AGENDA FOR THE  
DEWITT COUNTY BOARD  
LAND USE COMMITTEE**

Date and Time of Meeting: April 6, 2020 at 5:00 p.m. County Building

1. Call Meeting to Order
2. Roll Call
3. Persons Wishing to Address the Committee (If requesting action, also list below in section 4)
  - A.
  - B.
4. Items for Discussion and Possible Action
  - A. Approve Claims
  - B. Approve last month's minutes
  - C. Recreate zoning administrator position/advertise to fill
  - D.
5. Items for Discussion Only (No Action Requested)
  - A. Zoning Monthly Report
  - B.
6. Executive Session:
  - A.
7. Recommendations:

Posted: April 1, 2020 at 3:55 p.m.

By: Dee Rentmeister

This meeting can be accessed via conference call. Dial 1-978-990-5000 Access code: 314719

PERMITS ISSUED 3/1/2020 THRU 3/31/2020

Permit #	Date	Fee	Est. Cost of Construction	Issued For	Location
7458	3/5/2020	\$100.00	\$250,000.00	Single Family Residence	DeWitt
7459	3/16/2020	\$105.00	\$60,000.00	greenhouse	Clintonia
7460	3/26/2020	\$40.00	\$1,300.00	wood storage	Texas
7461	3/30/2020	\$40.00	\$3,500.00	garage addition	Harp
7462	3/30/2020	\$100.00	\$150,000.00	Single Family Residence	Harp
		\$385.00		Permit Fees	
			\$464,800.00	Estimated Construction Cost	

7 inspections for the month

5 new permits came in and issued

Year-To-Date	Total Permits	Total New Residences	Multi-Family
2017	166	11	0
2018	125	16	0
2019	120	9	0
2020	15	4	0