



Approved 8/21/18

CITY OF MILLERSBURG PLANNING COMMISSION MEETING

Wednesday, June 13, 2018
6:00 p.m.

Minutes

- A. CALL TO ORDER: Commission President Jimmie Kirkendall called the meeting to order at 6:00 pm.
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL:
 - Members Present: Jimmy Kirkendall, Anne Peltier, John Sullivan, Ryan Penning, Steve Vogler, Dennis Gunner, and Ed Perlenfein. Scott Stimpson arrived at 6:05 pm
 - Members Absent: Connie Lepin
 - Staff Present: Kevin Kreitman, City Manager; Kimberly Wollenburg, City Recorder; and Matt Straite, City Planner
- D. MEETING MINUTE APPROVAL
 - 1) Planning Commission Meeting & Public Hearing – 5-15-18
 - Action: **Motion to Approve the Minutes made by Steve Vogler, seconded by Scott Stimpson**
 - Commissioner Kirkendall: Aye
 - Commissioner Gunner: Aye
 - Commissioner Peltier: Aye
 - Commissioner Penning: Aye
 - Commissioner Perlenfein: Aye
 - Commissioner Stimpson: Aye
 - Commissioner Sullivan: Aye
 - Commissioner Vogler: Aye

E. Public meeting opened by Commission President Jimmie Kirkendall. Per Section 3.400 of the Millersburg Land Use Development Code, public testimony was not solicited.

F. PUBLIC LAND USE REVIEW

1) Land Use File SP 18-01 City of Millersburg Fire Station. *The City of Millersburg is proposing to construct a fire station on 1.82 acres. The station and site improvements will include approximately 0.5 acres, located entirely within the area that has been cleared of wetland constraints. The remainder of the site will remain undeveloped.*

- i. City Planner, Matt Straite, presented a staff report for the City of Millersburg Fire Station.
- ii. Commissioner Vogler asked about a permanent site for the fire station. Ms. Janelle Booth, Assistant City Manager/City Engineer shared that the permanent site has not been determined yet, but the permanent fire station will most likely be elsewhere in Millersburg. The temporary site is not being considered because of the wetlands on the site and the costs to mitigate the wetlands. Commissioner Vogler then asked if the City is buying the buildings or if the City is renting the buildings. Ms. Booth said that the City is purchasing the building that will be the living quarters and the building for the equipment bay is owned by the City of Albany. Per the intergovernmental agreement with the City of Albany, Millersburg provides the land and facilities. The City of Albany supplies the staff for which the City of Millersburg also pays.
- iii. Then followed discussion regarding location for future ownership, types of vehicles at facility, and structures, including consideration of other sites. Kevin Kreitman, City Manager, explained criteria for site selection.

Public hearing on the application closed by President Kirkendall at 6:16 p.m.

Action: **Motion to Approve the Land Partition made by Commissioner Ed Perlenfein and seconded by Commissioner Dennis Gunner.**

Commissioner Kirkendall:	Aye
Commissioner Gunner:	Aye
Commissioner Peltier:	Aye
Commissioner Penning:	Aye
Commissioner Perlenfein:	Aye
Commissioner Stimpson:	Aye
Commissioner Sullivan:	Aye
Commissioner Vogler:	Aye

G. City Planner Update

H. ADJOURNMENT: meeting adjourned at 6:22 pm.

Respectfully submitted:

Reviewed by:



Kimberly Wollenburg
City Recorder



Janelle Booth
Assistant City Manager/City Engineer

Upcoming Meetings:

None