

**BOONE COUNTY PLANNING COMMISSION  
BOONE COUNTY ADMINISTRATION BUILDING  
FIRST FLOOR FISCAL COURTROOM  
BUSINESS MEETING  
MARCH 7, 2018  
7:00 P.M.**

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Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's March 7, 2018 Business Meeting. Chairman Rolfsen then invited everyone to join him in reciting the Pledge of Allegiance.

**COMMISSION MEMBERS PRESENT:**

Mr. Greg Breetz  
Mr. Kim Bunger, Secretary/Treasurer  
Mrs. Lori Heilman  
Mr. Rick Lunnemann  
Mr. Don McMillian  
Ms. Jamie Nieves  
Mr. Charlie Rolfsen, Chairman  
Mr. Bob Schwenke  
Mr. Brad Shipe  
Mr. Steve Turner, Temporary Presiding Officer  
Mr. Kenny Vaught

**COMMISSION MEMBERS NOT PRESENT:**

Mr. Randy Bessler  
Mr. Mark Hicks  
Mrs. Janet Kegley  
Mr. Kim Patton

**LEGAL COUNSEL PRESENT:**

Mr. Dale Wilson

**STAFF MEMBERS PRESENT:**

Mr. Kevin Costello, AICP, Executive Director  
Mr. Kevin T. Wall, AICP, Director, Zoning Services

**Approval of the Minutes:**

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the February 21, 2018 Special Business Meeting. He asked if there were any comments or corrections? **Mr. Turner moved to approve the Minutes as presented. Mr. Schwenke seconded the motion and it carried unanimously.**

**BILLS:**

Mr. Kevin P. Costello, AICP, Executive Director, advised the Commissioners of the **Bills to be Paid**, which included a list of **Expenses** and **Salaries and Benefits** for a time period between February 8, 2018 through March 7, 2018.

**EXPENSES:**

Accounting Fees	\$ 442.11
Attorney Fees	3,700.00
Auto Expense	23.62
Consultant/Professional Svcs Fees	2,900.00
Filing Fees (CLURs)	144.00
GIS Operations	273.97
Legal Ads/Recruitment	406.84
Miscellaneous Expense	387.07
Office & Board Meeting Supplies	1,364.90
Office Equipment/Expense	5.56
Postage Expense	529.28
Printing/Pub/Dues/Subscriptions	185.14
Professional Development	26.16

**TOTAL: 10,388.65**

**SALARIES AND BENEFITS:**

FICA-BCPC Portion	\$ 5,555.07
Health / Dental / Life / LTD	18,106.95
Retirement - BCPC Portion	14,895.57
Salaries - Staff Expense	77,081.49
Salaries BCPC	630.00
Salaries BCBOA	105.00
Unemployment Insurance	387.35

**TOTAL: \$116,761.43**

**GRAND TOTAL: \$127,150.08**

**Mr. McMillian moved that the bills (expenses and salaries and benefits) be approved and paid as presented and indicated approval of those items, which have been previously paid. Mr. Breetz seconded the motion and it carried unanimously.**

**ACTION ON PLAN REVIEWS:**

**TECHNICAL/DESIGN REVIEW - Lori Heilman, Chairwoman, Kevin Wall, Staff**

1. St. Henry District High School - 3755 Scheben Drive

Staff Member, Kevin Wall, referred to a PowerPoint presentation. A building addition is proposed to St. Henry District High School. The request is for a 30,000 square foot Fine Arts Building addition. The addition would extend outward to the east of the existing building. The project also includes some additional parking on the side and rear of the building. Mr. Wall showed photographs of the existing school. The proposed addition would match the existing building - brick with a green metal roof. An auditorium and additional classrooms would be built as part of the project.

Mr. Wall mentioned the Technical/Design Review Committee met prior to the Business Meeting and recommended approval as presented.

Mr. Costello inquired on whether the proposed addition increased the school capacity?

Mr. Dave Otte, Principal of St. Henry District High School, replied that it would increase the capacity of the school. They will be adding a black box theater (auditorium), 2 large classrooms (band and choral rooms) and the spaces in the old section of the school will be repurposed into more classrooms. They will cover the courtyard area for more useable space. Currently, they have 600 students and will increase capacity to at least 700 students. Mr. Otte stated they are in the middle of a funding drive to cover the cost of the building addition. The Diocese of Covington is supporting the project but they can't pay for every school addition. Bids for the project will be opened tomorrow and earth work will begin in the Summer with a Fall, 2019 completion date.

**Mrs. Heilman moved to approve the request based upon the Technical/Design Review Committee recommendation. Mr. Shipe seconded the motion and it passed unanimously.**

**New Business:**

None

**EXECUTIVE DIRECTOR'S REPORT:** Kevin P. Costello, AICP

Mr. Costello announced that due to the short Business Meeting tonight, the Staff will offer a training session about solar energy and GIS.

**COMMITTEE REPORTS:**

**AIRPORT:** Mr. Bessler

No Report

**ADMINISTRATIVE/PERSONNEL:** Mr. Turner

No Report

**ENFORCEMENT:** Mr. Bunger  
No Report

**LONG RANGE PLANNING/COMPREHENSIVE PLAN:** Mr. Schwenke  
No Report

**TECHNICAL/DESIGN REVIEW:** Mrs. Heilman  
No Report

**EXECUTIVE:** Mr. Rolfsen  
No Report

**CHAIRMAN:** Mr. Rolfsen  
No Report

**OKI:** Mr. Breetz  
No Report

**OTHER:**

**There being no further business to come before the Planning Commission, Mr. Schwenke moved to adjourn the meeting. McMillian seconded the motion. The meeting was adjourned by unanimous consent at 7:10 p.m.**

**APPROVED**

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**Charlie Rolfsen**  
**Chairman**

**Attest:**

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**Kevin P. Costello, AICP**  
**Executive Director**