

**BOARD OF ADJUSTMENT AND APPEALS MEETING  
THURSDAY, FEBRUARY 8, 2018  
3:00 P.M.  
SCHIEFFELIN HALL**

- I. CALL TO ORDER** Mayor Escapule called the Board of Adjustments and Appeal Hearing to order on Thursday, February 8, 2018.
- II. PLEDGE OF ALLEGIANCE** Mayor Escapule led the Commissioners and the general public in a recitation of the Pledge of Allegiance.
- III. ROLL CALL**
- |                              |         |
|------------------------------|---------|
| Commissioner Bill Lamb       | Present |
| Commissioner Robert Radcliff | Present |
| Commissioner Wayne Scheibe   | Present |
| Commissioner Ed Robinson     | Present |
| Commissioner Steve Schmidt   | Present |

Also in attendance: Michael McMillan, Building Inspector

**IV. NEW BUSINESS**

- A.** Swearing in of Board of Adjustment & Appeals members.

**Mayor Escapule swears in the members of the Board of Adjustment and Appeals.**

- B. DISCUSSION AND/OR ACTION:** Approval of holding a board election for the purpose of selecting a chairman of the board.

**MOTION** by Commissioner Lamb, **SECOND** by Commissioner Radcliff to approve Steve Schmidt as Chairman of the Board of Adjustment and Appeals.

**DISCUSSION:** None

**VOTE:** 5/0

**MOTION:** Carried

**\*Mayor Escapule turns the meeting over to Chairman Schmidt.**

**Chairman Schmidt asked for a Roll Call.**

Commissioner Bill Lamb	Present
Commissioner Robert Radcliff	Present
Chairman Steve Schmidt	Present
Commissioner Ed Robinson	Present
Commissioner Wayne Scheibe	Present

**A QUORUM WAS DECLARED**

- C. DISCUSSION AND/OR ACTION:** Approval of holding a board election for the purpose of selecting a Vice Chairman.

**MOTION** by Commissioner Lamb, **SECOND** by Commissioner Scheibe to approve Ed Robinson as Vice Chairman of the Board of Adjustment and Appeals.

**DISCUSSION:** None

**VOTE:** 5/0

**MOTION:** Carried

- D. DISCUSSION AND/OR ACTION:** Approval of holding a board election for the purpose of selecting a board secretary.

**MOTION** by Commissioner Schmidt, **SECOND** by Commissioner Scheibe to nominate and approval Regina Duran as secretary to the Board of Adjustment and Appeals.

**DISCUSSION:** Chairman Schmidt states that the secretary position does not have to be a member of the commission.

**VOTE:** 5/0

**MOTION:** Carried

- E. DISCUSSION AND/OR ACTION:** Approval of establishing a set date and set time for the regular monthly meetings.

**MOTION** by Commissioner Lamb, **SECOND** by Commissioner Robinson to approve setting 3:00 p.m. on the second Thursday of every month for the Board of Adjustment and Appeals to meet and review cases.

**DISCUSSION:** Chairman Schmidt; "Why don't we just keep it the second Thursday of each month. Which would make that March 8, next month."

Commissioner Lamb; "So Chairman would that be as needed?"

Chairman Schmidt; “Well, I think we should establish that when we establish the by-laws. We can adjust the by-laws so that we don’t have to ...”

Commissioner Lamb; “if there is nothing going on; we don’t have to hold a meeting.”

Chairman Schmidt; “Yeah, that’s the thing if there is nothing before us there is nothing to do except come and say the Pledge of Allegiance, Roll Call and go home.”

Commissioner Lamb; “Same time?”

Chairman Schmidt; “As far as I am concerned if that works for everybody?”

Commission members agree that 3:00 p.m. was a good time to hold the meetings.

**VOTE:** 5/0

**MOTION:** Carried

#### **IV. ADJOURNMENT**

Mayor Escapule entertains a motion for adjournment.

**MOTION** by Commissioner Lamb, **SECOND** by Commissioner Scheibe to adjourn the Special Council Meeting for Thursday, February 8, 2018.

**VOTE:** 5/0

**MOTION:** Carried

The Board of Adjustment and Appeals Meeting for Thursday, February 8, 2018 thereby adjourned at 3:20 p.m.

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Steve Schmidt, Chairman

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Ed Robinson, Vice Chairman