

**CAMPBELL COUNTY & MUNICIPAL BOARD OF ADJUSTMENT
MINUTES OF THE SEPTEMBER 15, 2015 MEETING**

MEMBERS PRESENT:

Mr. Justin Verst
Mr. Michael Williams
Ms. Sharon Haynes, TPO
Mr. Roger Mason, Vice Chair
Mr. Scott Bachmann, Chair

MEMBERS ABSENT:

Mr. Joseph Williams

STAFF PRESENT:

Ms. Cynthia Minter, Director
Ms. Stephanie Turner, Recording Secretary

STAFF PRESENT:

Mr. Ryan Hutchinson, Planner
Mr. Michael Duncan, Legal Counsel

Mr. Bachmann called the meeting to order at 7:03 PM and asked for a roll call. Following roll call, a quorum was found to be present. Mr. Bachmann asked if everyone had read the August 18, 2015 meeting minutes and if there were any questions or corrections. There being none, Mr. Bachmann called for a motion. Mr. Verst made a motion to approve the minutes as submitted. Mr. Mason seconded the motion. Mr. Bachmann called for a roll call vote. A roll call vote found Mr. Verst, Ms. Haynes, Mr. Mason and Mr. Bachmann in favor. Mr. M. Williams abstained. Motion passed.

There being no old or new business for the Board to discuss, Mr. Bachmann called for the Director's Report.

DIRECTOR'S REPORT

Ms. Minter informed the Board that staff would soon be opening a satellite office for the Building Inspection Department to be located here in the Campbell County Courthouse in Alexandria. More information regarding their times of availability will be announced soon. Ms. Minter reminded the Board that there will be a training class to be held immediately following this meeting tonight.

Ms. Minter had no other items for discussion, but advised the Board they would be meeting in October to hear a request that was submitted. Mr. Bachmann asked if there were any other items the Board wished to discuss tonight. There being none, Mr. Bachmann asked for a motion to adjourn. Mr. Verst made a motion to adjourn. Ms. Haynes seconded the motion. An oral vote found everyone in favor, none opposed. Motion passed. Meeting adjourned at 7:06 PM.

Prepared by:

Approved:

Cynthia Minter
Director

Scott Bachmann
Chair