CCRPC Executive Committee

Monday, August 10, 2020

Commissioners Conference Room

President Don Wells called the meeting to order at 3:30 PM on Monday August 10, 2020 with the following members present: Don Wells, Dane Shryock, Fred Wachtel, Dave Dilly, Ron Lusk, Chuck Hathaway and Steve Lonsinger.

The minutes of the last Executive Committee Meeting on February 11, 2019 were presented for review and approval. Chuck Hathaway moved and Dane Shryock seconded the minutes be approved. Motion carried. A copy of the minutes is attached.

The 2020 CCRPC Financial Report was presented for review. Ron Lusk moved and Steve Lonsinger seconded that the report be accepted. Motion carried. A copy of the financial report is attached.

Fred presented CCRPC Totals through July 31, 2020. A copy of the totals is attached.

The Coshocton County Regional Planning Commission Basic Audit for the Years ended December 31, 2019 -2018 performed by the Auditor of State noted that the CCRPC “did not establish a public records policy nor a records retention schedule.” Based the audit report, the CCRPC has established both a public records policy and records retention policy. The CCRPC will adopt the Coshocton County Records Commission Policy, will appoint the Executive Director Fredrick T. Wachtel as the record manager, and will submit a Records Retention Schedule (RC-2) for review and approval. Dane Shryock moved and Dave Dilly seconded the acceptance of the proposed compliance plan as presented. Motion carried. A copy of the Audit Report and all of the required public records paperwork is attached.

Due to the ongoing pandemic, the CCRPC will continue to monitor the need for Executive Committee meetings and full board meetings. The status of each monthly meeting will be announced via news release and email to the membership.

The meeting was adjourned at 3:55 by Don Wells.