

Ch. Calabro called the meeting to order at 7:00 p.m.

Roll Found: Calabro, Hoop, Mainzer, Budd and Boleman who was sitting in for Zeleznak who had an excused absence. Also present was Alternate Schaefer.

Ch. Calabro asked if everyone had a chance to review the Work Session minutes held on March 28, 2018 and if there were any comments. There were no comments.

Ch. Calabro asked for a Motion to approve the Work Session minutes held on March 28, 2018. Ms. Mainzer moved and Mr. Budd seconded.

**Vote: Boleman – yes - Budd – yes, Mainzer– yes, Hoop – yes, Calabro – yes.**  
**Motion Passed: 5-0**

Ch. Calabro asked if everyone had a chance to review the minutes for the Sturgil (Bija) Public Hearing held on March 28, 2018 and if there were any comments. There were no comments.

Ch. Calabro asked for a Motion to approve the minutes for the Sturgil (Bija) Public Hearing held on March 28, 2018. Mr. Budd moved and Mr. Hoop seconded.

**Vote: Boleman – yes, Budd – yes, Mainzer– yes, Hoop – yes, Calabro – yes.**  
**Motion Passed: 5-0**

Ch. Calabro asked if everyone had a chance to review the minutes for the Lewicki Public Hearing held on March 28, 2018 and if there were any comments. There were no comments.

Ch. Calabro asked for a Motion to approve the minutes from the Lewicki Public Hearing held on March 28, 2018. Ms. Boleman moved and Ms. Mainzer seconded.

**Vote: Boleman – yes, Budd – yes, Mainzer– yes, Hoop – yes, Calabro – yes.**  
**Motion Passed: 5-0**

Ch. Calabro asked if everyone had a chance to review the Organizational Procedures and if there were any comments. The Board was polled and it was agreed it was not the Organizational Procedures that needing tweaking but the BZA Public Hearing Procedures. Discussion ensued including the following:

- Item 3 - "Note" should be deleted and the entire section should be quoted; "should" should be added– "communication *should* be disclosed now'
- Item 5 – "Any person may request a schedule or agenda to be mailed to them providing they provide a self-addressed stamped envelope" should be deleted
- Item 11 - Last line should be deleted

Ch. Calabro asked for a Motion to approve the Public Hearing Procedures with the noted exceptions. Mr. Hoop moved and Mr. Budd seconded.

**Vote: Boleman – yes, Budd – yes, Mainzer– yes, Hoop – yes, Calabro – yes.**  
**Motion Passed: 5-0**

Note  
Donna Bol.  
Abstained

Ch. Calabro noted that there was nothing on the agenda for the end of the month and for May so there will be no Work Session or Public Hearings in the month of May, 2018.

Ch. Calabro asked if there were any Board Member Reports. Mr. Budd raised the concern as to the need for Duncan Factor #5 since the question is generally not asked during the hearing or if it could be put in the application. Discussion ensued with the reminder that the Duncan Factor's are included in the packet given to applicants but a Board Member should also ask the question during the hearing.

Ms. Calabro also asked if, when doing the Duncan Factors the start of the polling of the Board should be rotated so it does not always begin with Mr. Budd. Secretary Chism noted the request and will do so in the future.

Ch. Calabro asked for any comments from the floor. A small discussion ensued concerning continuing education classes.

Ch. Calabro said there is no work session scheduled for May 2018 and, as of now, there is no public hearing scheduled.

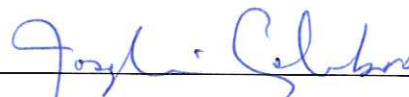
Ch. Calabro made a Motion to adjourn the Work Session. Ms. Manizer moved and Ms. Boleman seconded.

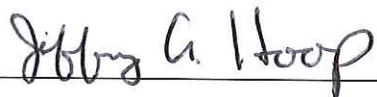
**Vote: Boleman – yes, Budd – yes, Mainzer– yes, Hoop – yes, Calabro - yes**  
**Motion Passed: 5-0**

Work Session was adjourned at 7:29 p.m.

Carolyn Chism, Recording Secretary


Minutes Approved: 5/23, 2018

  
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Josephine Calabro, Chairperson

  
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Jeff Hoop, Vice-Chairperson

  
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Julie Mainzer, Member

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William Budd, Member

  
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Donna Boleman, Alternate