

DRAFT

**VILLAGE OF HONOR
PLANNING COMMISSION
DRAFT MINUTES
November, 2025**

- I. Open Meeting with Roll Call: 5:30 pm
Present (Commission): J. Goldman (Chair), J. Theobald, H. Brushaber, B. Wildie, M. Smith
(Recording Secretary)
Absent: A. Powers
- II. Pledge of Allegiance
- III. Approval of Minutes of October 1, 2025, Meeting
Motion to approve: Theobald
Second: Wildie
Motion approved unanimously.
- IV. Approval of Agenda
Motion to approve: Wildie
Second: Theobald
Motion approved unanimously.
- V. Public Input (limited to 3 minutes per speaker): None
- VI. Old Business
 - A. Personnel Update: Theobald reported that Rosemary Naulty sent a letter of resignation from her position as zoning administrator to the Village Council via email. Theobald expects that the Council will accept her resignation at its next meeting and initiate a search for her replacement. He says that the Council will keep the Commission informed regarding the search process. Other Commissioners made known their desire that Commissioners have the opportunity to take part in the process and that the Council keep in mind the importance of local knowledge for the position. Goldman asked that the Council share with the Commission the position description that will be used in the search. Goldman made a statement thanking Naulty for her work with the Commission. It was also noted that the Council has budgeted for training for a new zoning administrator. Further discussion pertained to how the Commission will continue to carry out its work until the vacant position is filled, noting in particular continuing to deal with permitting, complaints (those in process and new complaints). Commissioners emphasized the importance of continuing full administration of zoning enforcement. No conclusions were reached. Theobald said that the Council will discuss these issues.

DRAFT

- B. Blight Ordinance: Goldman has not yet finished making an electronic copy of the ordinance to distribute to the Commissioners. She will distribute copies as soon as she is done.
- C. Master Plan Update: Theobald has spoken with Sara Kopriva of Beckett and Raeder regarding contracting to prepare a proposal to participate in the Rural Readiness program. They reached no conclusions. The Council would have to approve the cost. Regarding the Master Plan, Theobald reported that Kopriva told him that she had not received any updated copy of the Plan containing all changes the Commission recommends. This contradicts Commissioners' understanding and the Commission's records of what has been conveyed to Kopriva. Commissioners agreed that the Commission should locate the latest version submitted to Kopriva, review it, and obtain the final selection of photos. The Commission will decide whether to continue with Kopriva or not after review that document. She is on a time-and-materials contract so no funds would be lost if the Commission ceases to work with her.

VII. New Business

- A. Annual Report: Goldman reported that it is on track. She still needs some information, but she will search Naulty's records and work with Jessica Roth, Village of Honor Clerk, to obtain it and complete the report.
- B. Attendance: It was noted that Powers may be reaching the limit of unexcused absences from Commission meetings. The Commission is also uncertain regarding his current residence (inside or outside the village of Honor). Goldman will contact Powers regarding both these matters.

VIII. Correspondence: None.

IX. Public Input: None.

- X. Motion to adjourn: Wildie
Second: Goldman
Motion approved unanimously.

XI. Meeting adjourned at 6:22 pm.

Respectfully submitted,
Michael F. Smith
Recording Secretary

Next Meeting Date: The next regular Planning Commission meeting is December 3, 2025, at 5:30 pm.

DRAFT

DRAFT