

**Town of Porter
Plan Commission
Meeting Minutes
May 19, 2021
6:30 p.m.
Porter Town Hall**

- A. Meeting called to order at 6:32 p.m.
- B. Pledge of Allegiance
- C. Roll Call/Determination of Quorum
Present: Ms. Madigan, Mr. Albrecht-Mallinger, Mr. Craig, Mr. Eriksson, Mr. Stinson, Mr. Spanier showed after roll call.
Absent: Ms. Duffie
Also, Present Ms. Sufana, Ms. Frost, Mr. Barry, Mr. Mandon
- D. Quorum-There are enough present for a quorum.
- E. Consideration of Minutes from April 21, 2021 meeting
Mr. Eriksson made a motion to approve the minutes from the April 21, 2021 as written, Mr. Albrecht-Mallinger seconded.
Motion passed 7-0 roll call vote.
- F. Audience Participation-Jennifer Klug, 200 Franklin, Mr. Barry commented that the park building could be used for public meeting if needed. More people should feel encouraged to get more involved.
- G. Old Business-Updates on Comprehensive Plan-Mr. Mandon states the text of comprehensive plan first draft is completed. Mr. Mandon comments there are eight different locations they need to look at about changing land use from 2003. He lists his recommendations and conclusions in the last chapter. There will be many, many changes but at least the first draft is completed. The maps should be complete in about a week.
Mr. Barry states he can print off a full size map for everyone to review once he gets them tweaked. Ms. Madigan states we should have a solid two weeks to go over everything before next meeting.
Mr. Albrecht-Mallinger comments any changes that you want to make to the webpage he can do it is easy. Once we say, go Indiana Tourism said we could use their license. It would take his two or three days depending on the schedule, so hopefully next week. It does not take much to tweet the questions. If we generally agree on questions that are

there, take any input we have tonight, it will still take him until next week to get it started. We really need input from the community as soon as possible.

Mr. Stinson has concerns with looking at the eight different locations and adding questions on them to survey, it will get long and we will lose people. He would not recommend adding that to the survey. You want to make sure the key elements are answered.

Ms. Madigan asks if question #5 other, will have a space to put input and if question #4 you can also add and other box. The other questions are just on formatting. Question #10 on page 4 was cut off. Mr. Albrecht-Mallinger will send question #10 to everyone to see. If you have, any questions send them to Tammie and she will send them out to everyone.

Mr. Albrecht-Mallinger as far as the website he tried to keep it very simple. As we have findings, they would be inserted at the bottom. Step #2 could be there as soon as they open up the webpage. How would people be able to send the plan commission comments on comprehensive plan? Mr. Barry can create a link to have them forwarded to all members.

Step #3-workshops, Mr. Stinson when we get the survey out that will help dictate when we can start setting up workshops. We need to get the survey data first. The workshop will kind of focus on some of the responses from survey. Once survey opens we can decide how long to run it and set a close date. He will just need the raw data to analyze it. Then we would need to talk to Brian at park department to see what dates are open to set up workshops. He would like to see at least 20-30 people at the workshops. The stakeholder interviews can be done while survey is up.

Mr. Albrecht-Mallinger said that the stakeholders will be step#3 and workshops will be step #4.

Stakeholder interviews-Ms. Madigan comments that some of the boards do not meet regularly. What are your thoughts about that? Mr. Spanier recommends sending out a request for volunteers from the other boards that way you have more than one. Ms. Madigan will draft a letter to the other boards and commissions looking for a volunteer. Mr. Stinson suggests getting more than one volunteer being some people on boards are on more than one board. Mr. Albrecht-Mallinger asks, outside of council, do they have to be face to face or can we do conference calls. Ms. Frost states you have to make sure how many you have because of the open door law. Mr. Stinson comments they should be done individually.

Mr. Albrecht-Mallinger asks who will keep all the documents; does the town have a separate drive? Mr. Spanier comments probably do a simple read only drop box. Ms. Frost states keep in mind anything in writing is public record.

Mr. Barry asks that when interviewing stakeholders will you have a set list of questions. Ms. Madigan comments it should be a core set of questions for interviews. There should be two people doing interviews one to ask questions the other to write down answers. She thinks Tara would be doing interviews and Mr. Albrecht-Mallinger will work with Tara. Mr. Stinson will help with the questions. Ms. Madigan states there should also be open-ended questions.

Mr. Albrecht-Mallinger made a motion to approve survey questions as written with the following corrections add open input to question #4 and #5. Also, swapping steps three and steps four on the website, Mr. Stinson made second.
Motion passed 6-0 roll call vote.

Mr. Stinson comments the list is very short when it comes to businesses on stakeholder report. Mr. Barry has a list of all businesses in Porter.

H. Preliminary Hearing-NONE

I. Public Hearing- NONE

J. Final Hearing-NONE

K. Findings of Fact-NONE

L. Other Business-NONE

Update from Town Council-NONE


Update from Attorney-NONE

Board Comments-NONE

M. Adjournment-Mr. Craig made a motion to adjourn, Mr. Eriksson seconded.
Motion passed 5-0.

The next regular meeting will be on June 16, 2021.




Laura Madigan, President

James Spanier, Police Chief

Greg Stinson

Tara Duffie

Rob Albrecht-Mallinger, Vice-President

Lewis Craig, Fire Chief

James Eriksson

Tammie Sufana