

City of Asotin Planning Commission Meeting

Date: 4 January 2024

Start Time: 7:00 p.m.

End Time: 7:30 p.m.

Location: 121 Cleveland, Asotin, WA

Call to order by Chairperson Mercia Neace

Roll Call: Mercia Neace, Anne Beste, Sam Hill, Elaine Greene, Gary Bourassa, Angela Nightingale

It was noted that Dan Bridges did not attend the meeting and has not yet submitted his letter of resignation from the Planning Commission. Chairperson Neace will contact Dan to remind him to formally resign his position so the vacancy can be advertised and filled.

Approval of previous Minutes:

There was a discussion to clarify the approval and posting of Minutes to the City of Asotin website. The recording format of the last meeting on October 5, 2023 was clarified because that meeting was called to order, but no quorum was made and the business meeting was subsequently canceled. In this case and all future Planning Commission meetings, the minutes recorded in the established format shall be prepared by the Secretary, forwarded via email to all commissioners for input/approval, and then provided to the City Clerk for posting on the website. A copy of the approved Minutes will then be forwarded to the City Council for their next Meeting.

No Unfinished Business.

New Business: Election of Officers:

Mercia Neace was nominated and elected as Chairperson for a second term.

Sam Hill was nominated and elected as Vice Chair for the first term.

Anne Beste was nominated and elected as Secretary for a second term.

Next Meeting Date: April 4, 2024

Adjournment: Motion to adjourn the meeting made by Commissioner Anne Beste and Seconded by Commissioner Sam Hill. There was no further discussion, all Ayes and Motion carried. Meeting adjourned at 7:30 p.m.

Mercia Neace, Chairperson

Submitted, Anne Beste, Secretary