**Meeting Minutes – Monday, March 25, 2024 - Bolivar Planning Commission**

7:01 PM meeting called to order.

**Members present**: Barb Staats, Deb Hale, Jacob Stettes, Marcelo Morinigo, Sarah Gordon.

**Also present**: Jeffrey Staats (Office Admin).

Meeting minutes from February 2024 meeting were approved with **three changes**: to clarify that no votes were taken on any actions under Unfinished Business; that we "discussed" rather than "decided" to replace the term "Objectives" with "Recommended Actions" in the new Comp Plan; and that Steve Paradis's complaint about Ms. Gordon's comments were of "his opinion." Deb made the first motion to approve the minutes with said changes; Marcelo seconded the motion. All affirmed.

**Unfinished Business**:

1. Comprehensive Plan update –

- Questions again arose about whether the BPC is meant to build upon the existing Plan, or to start over and completely rebuild it. There was a general misunderstanding about whether Marcelo was to edit our section work in time for the March meeting, or after all of us had gone over the section work together as a group. He had already compiled the sections and edited them. A major sticking point is whether or not we should retain much of the history/background info from each section from the last Plan.
- We forged ahead by going through each section together through Section 4. The edited parts were placed in a draft document.
- We examined and compared different maps and their sources and explored the maps available through the Jefferson County Tax Map viewer in the search to include a clear, platted map of Bolivar in the Plan.
- We would like to request that Town lawyer Effie Hammer be present at next month's meeting.
- Sarah announced that the Welcome Center (Annette Gavin-Bates) will soon be offering Bolivar flags and stickers (with Town crest) for sale.

**Action items:**

- Jeff made copies of the WVU Law Clinic's evaluation form (checklist) showing the required components (by law) of Comprehensive Plan sections so that Laura can email soft copy to all BPC members.
- Marcelo will send compilation working draft (thru Section 4) to Laura, so that she can distribute it via email to BPC members for review.
- Sarah will send her contributions to Laura, including photos and events calendar, and an updated table of Bolivar's larger businesses with number of employees.
- Laura will invite Effie to attend next BPC meeting.

The meeting was adjourned at 9:41 pm. Sarah made the motion to adjourn; Jacob seconded. All affirmed. Next meeting is planned for: Monday, April 22, 2024, at 7 pm.