Meeting Minutes – Monday, July 27, 2026 - Bolivar Planning Commission

7 PM meeting called to order.

Members present: Barb Staats, Deb Hale, Jeffrey Staats, Dan Jimeno.

Absent: Marcelo Morinigo.

Approval of Minutes (from April 27, 2026, Meeting). Jeff made the first motion to approve the meeting minutes as written; Dan seconded the motion, with one change: under item #7 President's Report, sentence "These we derived directly from Comprehensive Plan feedback." Change "we" to "were". All members approved the minutes with recommended change.

President's Report

1. The Parks and Recreation project to complete maintenance and equipment updates in the Children's Park is expected to be finished in August.
2. Town Attorney Kallas spoke of a few bills being introduced at the State level that may affect Town ordinances, but Barb has not heard directly from her about these issues. The Town ordinances will need to be changed at some point to reflect the State requirements. At present, our building permit applications include requirements for the following inspections: setbacks, footer, frame, mechanical, and final. ("Mechanical" includes plumbing and electrical, for which the owner/contractor is responsible for arranging the latter inspection.)
3. The new EPTA bus shelter by the bank is expected to be installed in November.
4. The Bolivar mural is awaiting final touches (near completion) on the Community Center entry hallway wall. Jeff showed it to us after the meeting.
5. New doors for the community center are due to be installed in the near future.
6. Bolivar History brochure is in the final stages of completion.

Old Business:

1. *Discuss/Approve Friendly Outline Guide Forum for Bolivar Businesses*. Barb presented the one-page guideline for businesses (intended to go out with business license mailings in future) that she and Deb worked on following a meeting consultation with Laura in May. Discussion ensued. Dan was concerned that the Parking requirement (6 off-street spaces) was impractical/not applicable to many businesses. Deb mentioned that in the Sign ordinance (under Definitions), no neon signs are allowed, which similarly isn't always adhered to. Jeff suggested we present the guideline to Council as written, that the ordinances on the books can be discussed on their merit at a later date in a general review. Jeff made a motion to approve the guideline page; Deb seconded the motion. All voted to approve the guideline insert for presentation to Town Council.

Barb reminded us that the next virtual training on the Ethics and Open Meetings Act will be on July 30, 2026 from noon to 1:00 PM. You can email Kimberly.b.weber@wv.gov for an invite.

The next Bolivar Planning Commission meeting is scheduled for October 26, 2026 at 7:00 PM.