



**Town of Sedalia
Planning Board Meeting**
7pm – October 16th, 2025
Sedalia Town Hall
6121 Burlington Road

Minutes

CALL TO ORDER: The regularly scheduled Planning Board meeting was called to order at 7:04pm at the Sedalia Town Hall by Planning Board Chair Jay Riehle.

PRAYER & MEDITATION: Time was allotted for silent prayer and meditation.

PLEDGE OF ALLEGIANCE: Time was allotted for pledge to the U.S. flag.

ROLL CALL: Roll taken by Chair Jay Riehle. All present; Chair Jay Riehle, Vice-Chair Marian Jeffries, Tyler Thomas, and Regina Williams Davis. Alfred Walker was absent.

A. MOTION to approve the agenda was made by Member Tyler Thomas. Seconded by Vice-Chair Marian Jeffries. Motion carried.

B. MOTION to approve the minutes from the September 18th, 2025 Planning Board meeting was made by Chair Riehle and seconded by Member Thomas. Motion carried.

C. Guests / Reports / Discussions

I. Welcome Regina Williams Davis to the Planning Board

Chair Riehle welcomed new Member Regina Williams Davis to the Planning Board. He advised her of the use of the Development Ordinance and other documents for meetings. Additionally, he requested electronic copies be sent to her from the Town Clerk.

II. Naming of New Streets

Chair Riehle researched what regulations might exist regarding the naming of new streets in preparation for the town possibly having new streets to name with projects such as Downtown Sedalia. Guilford County allows towns to name streets whatever they wish. A name would go through the Town Council and then go through the county to be double checked.

Chair Riehle said the rules were a little vague; the county will check to see if the name creates a duplicate name. It did not specify if that meant a duplicate name within the entire county or just within the town. He stated he intended to contact the county to confirm. He and the other members all agreed it was most likely only duplicates within the municipality being checked.

III. Review of Educational Video

Chair Riehle asked the Board Members to watch the video “Municipal Planning & Zoning Fundamentals Webinar” by Heritage Ohio, if they hadn’t already. He personally had watched through to the section on Communication. He asked that they all watch through at least to that point and then discuss it next meeting. He said that they discussed various types of discussion and communication; not just Planning Board communication, but also Town Council and Zoning communication, among others.

He asked that they take notes in preparation for the next meeting. He acknowledged that it is for Ohio, but the information is general and applies to Planning Boards and governing bodies every where.

Vice-Chair Jeffries asked if it would be on the next agenda below Citizen Comments. Chair Riehle said that he had discussed that, and partly it would depend. As far as notes go, he is only looking for things that stand out to them. He reiterated that it was basic, but applied to everyone, such as communication around conflict management or empathy.

Vice-Chair Jeffries said that if they continued to do Continuing Education items such as this video, that they should be at the end of the agenda, so as to not waste the time of citizens who are attending. Chair Riehle agreed and said the same about sitting through meetings where he sat through the Continuing Education portions of meetings.

Chair Riehle asked that if anyone came across something they felt they should all know or review, to please bring that to him. Vice-Chair Jeffries, and Chair Riehle, brought up attendance of Whitsett’s Planning Board and Guilford County’s.

D. CITIZEN COMMENTS

- A citizen in the audience asked if the information from the Continuing Education discussion, including the video, were something he should look into. There was possibly a prior discussion about this audience member applying to be an Alternate on the Planning Board.
- Vice-Chair Jeffries brought up an email the Council and Board had received regarding upcoming events. Senior Luncheon and Christmas in Sedalia are starting to be planned in greater depth (Christmas in Sedalia is taking volunteers) and brainstorming has begun on Founder’s Day and events for 2026. Vice-Chair Jeffries thanked Member Williams Davis for her input in the email conversation. Member Williams Davis said she appreciated the history on how the events were planned and performed. She asked if there were dates for Black Heritage Day, Founder’s Day, and 2026 events. (Not finalized yet)

E. ANNOUNCEMENTS

All regular scheduled meetings are held at the Sedalia Town Hall at 7pm.

- Municipal elections will be held November 4th, 2025.
- The Charlotte Hawkins Brown Museum is now recruiting volunteers for Christmas in Sedalia December 13th, 2025.
- The next Agenda Meeting will be held on October 27th, 2025.

- The next Town Council meeting will be held on November 3rd, 2025.
- The next Planning Board meeting will be held on November 20th, 2025.

(Discussion occurred after the announcements were read by Vice-Chair Jeffries.)

Member Williams Davis asked about projects being assigned to the Planning Board. Chair Riehle brought up that one idea from the town staff was that the Planning Board could create a prioritized list of road repairs. This would be in preparation of Dansby Drive being done, that way other repairs could be scheduled at the same time to potentially save costs and expedite the process.

Vice-Chair Jeffries brought up this topic also being a portion of the previous Council Meeting. That said, she said that it was important to note what roads are state maintained versus town maintained.

Chair Riehle's recollection of a meeting with the town staff was that the Planning Board was asked to drive around looking for roads in need of repair. It was also proposed to simply collect information brought in by citizens or even solicit that info from citizens, though due to some miscommunication, Chair Riehle said that that was not an option. With that in mind, he asked if they would like to partner up and look at roads to have listed by the next meeting.

Member Williams Davis proposed breaking the town map into quadrants. Member Thomas expressed agreement with that idea. Then discussion took place as to ways they could mark a map for communicating road repairs as well as what money the town has as far as road repair money, such as the Powell Bill funds.

There was some discussion about who would do what, but Chair Riehle was first going to see if the clerk would make a map for them to use.

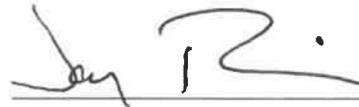
Discussion moved to if there was a December or November Planning Board meeting due to holidays. Chair Riehle said that last year, one of those meetings had been cancelled.

Meeting adjourned at 7:44pm

Submitted By:

Approved By:





Drew Clark, Town Clerk

Jay Riehle, Planning Board Chair

12/18/2025

Date

