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| BOARD OF DIRECTORS Minutes |
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Executive Board Meeting
February 3, 2017
Territory Golf Course
St. Cloud, MN

Members in Attendance:

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| Pam Flitter, Martin Co. (E) | Angie Berg, Stearns Co. (C) District Alternate |
| John Biren, Lyon Co. (D) | Kyle Krier, Pipestone Co. (D) |
| Angie Knish, Mower Co. (F) | Wayne Sorenson, Freeborn Co. (E) |
| Jennifer Breberg, Lac qui Parle Co. (D) | Dale Oolman, Steele Co. (F) |
| Josh Johnston, Marshall Co. (A) | |
| Terry Neff, Aitkin Co. (B) | |

Members Absent:

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| Chris Pense, Crow Wing Co. (C) | |
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Others in Attendance

Jennifer Berquam
 Dan Petrik- DNR
 Matt Bauman - DNR

Call to Order-

Attendance Roll Call-Quorum

Approval of Agenda with the additions

- Review of letter to Environmental Review Manager concerning wind facility re-powering
 - Request from District "D" for payment related to Fall Conference.
- MSP: Angie K./Kyle to accept agenda with the addition.

Approval of Minutes of the December 6, 2016 Meeting

MSP: Terry/Angie B.

Treasurer's Report – Angie Knish

2016 / 2017 Detailed Budget Update Report

Checking Account: \$4,380.59

Savings Account: \$25,645.22

- 2016 Budget reviewed; 2016 proposed budget to Actual expenses for 2016.
- Dale asked about the extra mileage expense that was on AMC bill for conference. Angie said mileage was broke down in specific bill. Jen B. will check with accounting department.

MSP: Dale/Terry

- Membership dues will remain the same.
- Angie will send out Tax ID #, this has been requested by some counties.

MSP: Kyle/ Wayne

- 3rd & 4th Quarter 2016 Audit Report – The errors found are in dates, still working on correcting; the numbers are right, just in the wrong column.
- Dale stated that there was nothing more to report on the audit.

Old Business

2017 Annual Conference –

- Conference will be at the Hampton Inn, in Bemidji, October 11-13, 2017. Josh will present complete contract at April meeting. Proposed budget will also be needed.
- Some speakers have been scheduled. Scott/Jay will speak. Friday there will be a panel with topic of “Things that work.”
- Ideas were given for additional speakers and activities.
- Motion to except Hampton Inn, Bemidji as location.

MSP: Angie/Kyle

Legal Training Update

- Request made for Land Use Training, this year because of many new P & Z board members. Jen B. will check into for this year only, but continue with the every other year training as in the past.

BWSR Time tracking

- Jen B. handed out some information received from BWSR concerning the reporting issues with time tracking.
- Request to have them attend the next executive board meeting and speak at the Spring Conference. Report on what they are doing with the info in E-Link.

Request from District “D”

- Kyle presented a bill for \$492.28 for hotel rooms for attorneys from Fall Conference 2016 paid by District “D” and requested reimbursement from MACPZA. Motion made to pay.

MSP: Dale/Terry

New Business

- Scholarship program, which was approved at annual conference. Current by-laws discuss scholarships, but this is for P & Z administrators. Committee formed to discuss details of scholarship and how to get the word out. Current committee members are Josh J., Pam F. and Darren W. Amounts will also have to be determined.
- 2017 P & Z Survey. Survey sent out on thoughts on the survey, only 25 responses. Majority to keep the same.
- A separate survey was suggested on just Buffers.

Spring conference

- Tim N. is lining up first day speaker(s), but doesn't have anything yet, suggestions needed.
- Doug Thomas, BWSR will be asked to speak and attorneys.
- Dates are June 1 – 2, 2017 at the Arrowwood in Baxter.
- Board meeting will be at 9:00 AM, June 1st.
- Arrowwood in Baxter has reached out to MACPZA if they want to schedule the 2018 Spring Conference as their schedule is filling up, we have first choice, it was agreed to do as we have in the past.

District Representative

- Districts up for renewal are A, C, and E. These are 2 year terms.

DNR – Shoreland Model Ordinance – Dan Petrick and Matt Bauman

- Model Shoreland ordinance was sent out via email. Model was reviewed and suggestion, comments and questions were addressed. It was requested that if you have comments to list them in the comment section in the email and they will review them.
- New sections created to break down into more user friendly sections. Easier to find and understand.
- Send comments in on PDF version.
- The process is done for now, but changes will be made; this is a base document.
- Suggestion of presenting at the Spring Conference was agreed to.
- Flood plain training will again be offered starting this spring.

AMC Update:

- Lot split bill is starting all over again. Don't want it to say that P&Z Administrators can say no to a split.
- Discussion on HF 392, Solar Facility Permit Authority; Assumption by Counties.
- Other bills were brought to the attention of the board and determined not to be Planning and Zoning issues.
- HF 338, concerning alternative wetland mitigation had discussion, which would reduce the ratio of replacement.
- Governor's budget recommendations were discussed.
- EQB – ER Advisory panel still looking for people from SWAA and P&Z.

MACPZA Committee Reports

Legislative Committee – No report

Professional Development Committee – No report

By-Laws Committee – Change; the election of officers; would include a “coin flip” in the event of a tie.

SSTS Advisory- Terry Neff- No report

SIETF –No report

Discussion:

Do we want to add person to the One Watershed, One Plan work group. No action taken.

Adjourn

MSP: Angie B./Dale

Next Meeting

April 7, 2017 at 10:00 am Territory Golf Course, St. Cloud

Respectfully Submitted,
Jennifer Breberg
Secretary

