



BOARD OF DIRECTORS Minutes

*Executive Board Meeting
August 4, 2017
Territory Golf Course
St. Cloud, MN*

Members in Attendance:

Pam Flitter, Martin Co. (E)	Chris Pence, Crow Wing Co. (C)
John Biren, Lyon Co. (D)	Josh Johnson, Marshall Co. (A)
Jennifer Breberg, Lac qui Parle Co. (D)	Mandy Landkamer, Nicollet Co. (E)
Angie Lipelt, Mower Co. (F)	Terry Neff, Aitkin Co. (B)
Larry Gasow, McLeod Co. (D)	Tim Nelson, Cook Co. (B)
Dale Oolman, Steele Co. (F)	

Members Absent:

Dave Rush, Douglas Co. (C)

Others in Attendance

Jennifer Berquam, AMC
Dan Petrik, DNR
Dave Leuthe, BWSR

Call to Order-

Attendance Roll Call-Quorum

Approval of Agenda as presented, with additions of Vacation Rentals and 2nd quarter Audits
MSP: Chris P./Terry N.

Approval of Minutes of the June 1, 2017 Meeting. Correct three spelling errors.
MSP: Angie L./Chris P.

Treasurer's Report – Angie Lipelt

- Current balance in checking is \$7,617.23
- Two past due Summer Conference registrations, which will add \$160.00
- Goodhue Co. added three new memberships which will be \$225.00
- New member from Winona County, which will be a non-voting member, they did pay for voting member so we will have to refund them \$75.00.
- Savings account balance is \$25,651.65, the July interest has not been added into this total at this time.
- 81 Counties are members, with the two new counties, that will bring the County membership to 83.
- There are 41 affiliate members
- Name change for checking account, bank is fine with using up the current inventory of checks before changing to Angie's new name.

Motion to accept the treasurer's report as presented.

MSP: Larry G./Jenny B.

Second Quarter Audit:

- Dale and Jean reported audit was completed. Everything looks good.

Motion to accept audit.

MSP: Chris P./John B.

Old Business

BWSR Time Tracking – Jen Berquam

- Checked with Doug Thomas, the information received at Spring Conference was the latest information.
- Staffing concerns were mentioned to Doug Thomas by Jen B. No idea on what they will do.

2017 Spring Conference update and Survey

- Tim N., Evaluation of the conference was passed out. Good tips for future events.
- Suggested to start earlier on Friday to get done earlier.
- Good listing of topics for upcoming meetings and conferences.

2017 Annual Fall Conference Update – Josh Johnston

- June 1, budget and agenda were approved at that time.

MN Public Utilities Update:

- Pam read an email from Jean which stated: PUC is getting close to finalizing their general process for repowering wind farm and will be providing her with details this week or next. As she gets information she will update on that and will be on the fall meeting agenda to update the board.

New Business

2017 Zoning Office Survey Summary

Ben just got the results back yesterday and he struggled with this a lot this year. Ben was wondering if there would be two people to serve in a work group to work on the survey. This would be a short term work group. The survey is very time consuming. What is the purpose of the survey was discussed and any ideas for improvements. What do County's use this for? Salaries and permit fees are really what people are looking at for the main part. So the purpose of the small work group would determine the usefulness and make improvements to the survey.

- Suggested that parts of the survey could maybe be on the website and can be updated by each individual county, such as once a year.
- Board suggested that this question be brought before the group at the annual conference.
- Board was encourage to look over the current survey and look for corrections needed before it is presented to the group.

2018 Budget and Membership Dues

- Cost of board meetings are increasing. \$1,000.00 was budgeted for 2017, and we are already at \$750.00
- Two other unknowns for creating a budget are AMC costs increasing? Are Attorney fees increasing?
- \$10,500 is the usual budget for Fall conference, they have stayed under that.
- With more counties there is more registration fees collected for conferences, which we already come under budget
- Spring conference usually go over, but we have used savings to cover the excess costs.
- Options suggested, continue to dip into saving with no increase in membership or conference fees; increase membership \$5-\$10 at the most, \$5 would only bring in \$660; \$10 would bring in \$1,220; \$10 to conference fees \$1,000.
- We have substantial savings to draw from also.
- Attorney's fees haven't increase for the 4 attorneys that AMC has under retainer.
- Board meeting costs increased
- Affiliate membership is increasing which is a new trend

Motion to keep the membership dues the same and conference fees the same.

MSP: Chris P./Terry N.

2018 Board Meetings Schedule

- Board reviewed the dates set for the Executive Board meeting dates.
- February date was changed to February 9, 2018. All other dates were ok'd.

Motion to accept dates as presented with a change in February to the 9th.

MSP: Angie L./Jenny B.

2018 Legislative Platform Review

- Legislative Committee met and developed a draft 2018 Legislative Platform.
- Lot split and NRBG reporting pieces were eliminated.
- NRBG administered and allocated through the MN Dept of Revenue, similar to County Program Aid.
- Support state funding to Mn DNR to establish ordinary high water and 100 year flood elevations on public waters.
- In Wastewater Treatment a piece was added to support education and testing consistent with the Rules.
- Under water management and protection stronger language was added, relating to voluntary enforcement and voluntary participation in the 1W1P.

Motion to bring the draft MACPZA Legislative Platform as presented with the changes suggested by the board to the members at the Annual Meeting at the Fall Conference.

MSP: Chris P./Angie L.

2017 MACPZA Awards

- Board reviewed who they knew had retired in the past year.
- Nomination forms will be sent out via email to all members with deadline for submittal of September 15.
- Nominations will be emailed to the board members for review and voting via email before the conference.
- Discussion on the request from last conference to have William Patnaude's name added to the life time achievement award. The By-law committee will work on this and it will be presented at the annual meeting.

CWC Policy – Jennifer Berquam (Clean Water Council)

- Letter was handed out from the CWC. Jen was looking for feedback.
- In the letter they outlined what they wanted to see in the 1W1P
- Board discuss that the CWC shouldn't be mandating what is required for the plan
- They should fund what they want done not dictate what the plan says.

1W1P – Jennifer Berquam

- Jen had a request from Julie W. and Melissa L., with BWSR, if those working on a plan have involved County Hwy Engineers and persons involved in drainage.
- BWSR needs to be specific about what they want, the guidance is not at all clear and the BC's don't know either.
- All work needs to be completed before you find out if it is what they want or not.

2017 Fall Conference Update

- Everything is on schedule and under budget.

AMC Update – Jen Berquam

- District meetings were in June
- Six new work groups will be formed, two that may concern MACPZA are the SWCD Funding group and Public Land Management.
- SWCD reached out to AMC to help with this for consistent funding, there will be 10 SWCD and 10 County members
- The other groups are; data practices, transportation, disabled and the work site and courthouse security.
- Lot split – two options for resolutions to be passed were distributed, these will be posted on the AMC and MACPZA website, also a checklist that was shared with the group by Jean C. from Murray Cty

MACPZA Committee Reports

Legislative Committee – Chris Pence

- No additional information

Professional Development Committee – Tim Nelson

- One day training set for September 27th in Baxter, previous to SWAA Conference
- Continuing Ed credits were asked for, we can do it, we just need to register on the site, but then there is an expense for each hour of credit given
- Reviewed agenda of September 27th training
- Discussed the Continuing Education Credits and the cost of credits.

Motion to register for Continuing Education Credits on the website.

MSP: Dale O./Mandy L.

- Decision to bring to the group at the annual meeting on if we need to offer Continuing Education Credits.
- Estimated cost for a training day is \$1,500 - \$1,600.
- \$25.00 registration to cover the cost of the training day September 27th

Motion to set the registration at \$25.00 per attendee at the September 27th training.

MSP: Chris P./ Terry N.

EQB Advisory Board – Tim Nelson

- Process is a little disappointing, counties/local level are not well represented
- Spend a lot of time on bigger projects

By-Laws Committee – Josh Johnston

- Working on the updates, will prepare to get out in Annual Meeting notice

Other Committee Reports

SSTS Advisory – Terry Neff

- Not meeting since our last meeting
- Reminder to make sure to apply for the grant dollars that have come available.

Buffer Workgroup – Dave Rush (Absent)

- Model ordinance from MACPZA, just didn't happen.
- Update from Dave Rush at next meeting
- Make sure to consult with Cty Attorney and MCIT

Vacation rentals – Tim Nelson

- Where are Counties at with vacation rentals or short term rentals
- What issues are there, what complaints
- Suggested to form a workgroup to form a statewide group and all agencies involved, Dept. of Health, Dept of Revenue, Zoning, Law Enforcement (Nuisance issues)

Motion to form a Vacation Rental Task Force, with a membership of at least 6 members (one from each district) and take to the membership at the annual meeting.

MSP: Chris P./Angie L.

Presentation: DNR- Dan Petrik and BWSR-Dave Luethe

- Dan reviewed the process and approval procedure for submitting shoreland ordinance updates to DNR. They have a 5 step process to follow to make the review of ordinance run smoothly.
- When submitting, it would be helpful to point out any changes and significant changes to the model shoreland ordinance.
- Also, please allow adequate time for review and comment.
- Dave pointed out a significant detail in the buffer ordinance in the language that was added concerning “no grandfather” clause. Dave will be working with the review of buffer ordinances.

Presentation: CERTS Program (Clean Energy Research Team) Peter Lindstrom, Netty Fiedler, Brian Ross

- The presenters explained what CERTS does and what they have in the works at the present time.
- MACPZA was encourage to use the services they provide.

Adjourn:

MSP: Angie L./ Terry N.

Next Meeting will be at 9:00 am, October 11, 2017, at the Hampton Inn & Suites, Bemidji, MN

Respectfully Submitted,

Jennifer Breberg
Secretary

