



BOARD OF DIRECTORS Minutes

*Executive Board Meeting
October 10, 2018
Oak Ridge Conference Center
Chaska, MN*

Members in Attendance:

Pam Flitter, Martin Co. (E)	Josh Johnston, Marshall Co. (A)
Angie Lipelt, Mower Co. (F)	Terry Neff, Aitkin Co. (B)
Jean Christoffels, Murray Co. (D)	Kyle Krier, Pipestone Co. (D)
Jennifer Breberg, Lac qui Parle Co. (D)	Mandy Landkamer, Nicollet Co. (E)
Dave Rush, Douglas Co. (C)	Dale Oolman, Steele Co. (F)

Members Absent:

John Biren, Lyon Co. (D)

Others in Attendance

Jennifer Berquam, AMC
Ben Baglio, AMC
Tim Nelson, Cook Co. (B)
Emily Schmitz, Carver Co. (E)
Trevor Bordelon, Freeborn Co. (E)
Ben Huntley, Martin Co. (E)
Breanna Koval, Wilkin Co. (C)
Jacob Snyder, Polk Co. (A)
Roxanne Achman, Benton Co. (C)
Liz Bushaw, Waseca Co. (E)
Chris LeClaire, Otter Tail Co. (C)
Garry Johannson, Norman Co. (A)

Call to Order-

Attendance Roll Call-Quorum

Approval of Agenda – Motion to add discussion about past president plague during treasurer’s report.

MSP: Terry N./ Jean C.

Approval of Minutes of the August 3, 2018 meeting.

MSP: Terry N. / Jenny B.

Treasurer's Report- Angie Lipelt

- Checking account balance; \$13,044.57 after 10/4/2018 deposit.
- One outstanding check, from speaker at Spring Conference, Angie will contact wife to see if it can be deposited, he is currently deployed for a year.
- Five checks totaling \$1,000 were received on October 9, 2018, and are yet to be deposited.
- Two checks written to pay for awards for \$415.50 and to AMC for \$7,783.50.
- Registrations not paid for fall conference: Crow Wing, (\$125.00), Blue Earth (\$50.00) and Winona for Spring Conference.
- \$3,605.00 yet to come in.
- Savings account balance; \$22,165.49.
- Membership stands at 77 County members and 40 affiliates members.
- Income from membership \$11,625.00, plus Crow Wing is expected to be a member, which would make membership income \$11,750.00.
- Spring Conference was \$3,260.00.
- Fall Conference sign up is at 67 registrations. This is up from the last two years.

2018 Budget

- Budget for board meetings had been set at \$1,500 for 2018. We have two meetings left and we have \$356.00 remaining, we will be a little short by the end of the year.
- AMC Budget has \$424.00 remaining, so that will also be short.
- Attorney retainer went down \$500.00 from budgeted amount.
- Fall Conference projected to come in at a cost of \$10,500, which this year will be over budget.
- Currently have prepaid \$8,116.25 on this conference so far.
- Spring Conference was budgeted at \$3,500 and came in at \$3,548.98, over by \$48.98.
- Miscellaneous expenses were budgeted at \$500.00, over budget by \$199.55.
- Revenue Budget; membership was set at \$10,000, we have \$11,625 in membership income to date.
- Spring Conference budgeted \$3,500 and actual was \$3,260.00
- Fall Conference budgeted \$10,500, we have collected \$13,600.00.
- Education expense was not used again this year.

MSP: Motion to approve treasurer's report as presented. Jean C. / Dave R.

President's Plaque

- Angie showed the group an example of a multi name plaque to display at Conferences of the past presidents of MACPZA. 50 plate would be \$275.00 to \$325.00.
- Motion to budget \$600.00 to purchase this plaque and have the current past presidents names made for the plaque.

MSP: Dave R. / Terry N.

Audit Report

- Jean C. from the Audit committee reported that the committee had reviewed 2nd and 3rd quarter and all is in order.
- Motion to accept the Audit Committee Report.

MSP: Terry N. / Jenny B.

- Motion for Kyle Krier to serve on the Audit Committee, a position was vacated with the retirement of Larry Gasow.

MSP: Dave R. / Jean C.

OLD BUSINESS

2018 Fall Annual Conference – Mandy Landkamer – District “E”

- Due to additional attendee numbers, larger room was needed at the Arboretum, at an additional cost of \$75.00
- There will also be a slight increase to the meal cost for the evening meal at the Arboretum.
- Mandy reviewed the costs for the conference including the increases due to more than expected attendees.
- Motion for Pam to sign agreement for the larger room and to approve 2 payments to cover additional conference costs.

MSP: Jean C. / Angie L.

- Motion to make payments for amounts due for the conference.

MSP: Dave and Kyle

- Motion to confirm the email vote that was done to approve the purchase of the current officer's plaques.

MSP: Terry N. / Mandy L.

Nominating Committee Update – John Biren (not present)

(Pam reported)

Nominating committees report: Nominees as follows;

Vice President: Angie Lipelt & Michelle McPherson

Treasurer: Eric Hartman & Dan Hecht

Secretary: Jennifer Breberg

MACPZA Policy and Legislative Platform

- Bringing the Policy and Platform to the Annual meeting, no changes since last board meeting.
- Dave Rush presented at the AMC Policy Conference.
- The Policy and Platform will be gone over at the annual meeting with the membership.

Legal Training Discussion – Jay & Scott

- Ben Baglio, AMC, takes the lead.
- Schedule two trainings, one in the north and one in the south, sometime February or March. This is done every other year.
- Ben is to work with the Professional Development Team on these trainings.

New Business

2019 Spring Training

- Baxter, MN, Arrowwood, same place. May 30th and 31st, 9:00 am board meeting the first day.

Review 2019 MACPZA Board Meeting Schedule

- Motion made to approve the schedule as presented

MSP: Dave R. / Jenny B.

AMC Update – Jennifer Berquam

- Concerning MPCA, DNR and BWSR meeting in November, with changes possibly coming after elections, suggested to wait with meeting with MPCA and DNR but still meet with BWSR. Delay the other two until after the first of the year when they are in office.
- Session starts January 8, 2019.
- Suggests requested for meeting with BWSR, Reporting requirements for sure, soil loss is a dead issue, no rulemaking at this time.
- Jen will also talk with the workgroup about possibly attending this meeting as well.
- Last meeting, board decided to form an Aggregate Workgroup. The task force wants to pursue the funding but not urgent to pursue zoning issues this year. When we hear that the industry is working on this again we will get the workgroup involved. Fall policy conference, the commissioners that were in attendance that day didn't feel this was all that urgent at this time.

- Jen asked about any counties preparing for possible protests from the Enbridge Oil Pipeline 3 project.
- Is your County Ordinance prepared to handle situations like what happened in North Dakota last year with the protesters? Dealing with protesters, trespassing, tent cities and trash clean up.
- Josh Johnston said that their Emergency Management has been making preparations, letters sent to landowners near the line areas about making sure to post their lands. This aids in the prosecution process.
- Jen B. said that zoning could be a tool used to help with issues.
- Environmental and Natural Resources Policy Committee set priorities; Market Development for recyclables, State Assistance for blighted properties and 404 Permit program.
- EQB is in rulemaking, it is overly complicated, RFP out for a general contract for Consultant for the Environmental Review process. A lot is going on so, AMC is monitoring what is going on with this.
- AMC wanted to know how important LIDAR was and if updating should be done. Yes, was the answer from the board.
- Dave R. suggested that rather than doing the entire state, just specific areas with higher need, this would save money.
- Committee was also wondering what the NPDES Stormwater Phase 2 Program was about. Dave R. explained that it was PCA inspecting Stormwater construction sites, but with only 2-3 people at PCA to cover the whole state it doesn't happen. Some Counties under a special arrangement do conduct the inspections. However, when PCA does conduct an inspection they tend to come in and just slap the Hwy Dept. with fines and this doesn't work well. It's important, but if they aren't going to fund the program to handle it correctly, it's not going to work.
- New Resolutions, state to reaffirm county boundary lines, this happens where there are rivers along boundary lines. The rivers keep moving, correct lines need to be re-established, this is more of a taxing issue not zoning.
- Task Force/Panel for affordable housing, potential to look at Ordinances. Also looking at alternative housing, AKA tiny houses, asked if AMC should support forming a task force and is MACPZA ok with this. Add that we would want a commissioner and a planning & zoning official on the panel.
- Ben B. talked about the zoning survey redo. Projected to be able to complete in 25 minutes. He will send out as a PDF for the board to take a look at first for review and test how long it takes.

Committee Reports

- **Legislative Committee** – Jean C.
Nothing to report and the 2019 platform is done.
- **Professional Development Committee** – Vacant
Hope to fill position at annual meeting
 - There is a need for “Zoning 101 Training” we have a lot of new members.
 - Jen & Ben will reach out to see what's out there for training new staff.
 - Suggestion to maybe add a training day for new staff and refresher training at the spring conference.
- **Bylaws** – Josh Johnston
 - Nothing to report.
- **SSTS – SIETF** – Terry Neff
 - No meeting since March
 - Reminder there is septic upgrade loan money available at 0% interest.
 - Auditing of SSTS program continues. We need to stay on top of how these are being handled.
- **BWSR Work Group** – Dave Rush
 - Areas of concern with the agency have been identified and solutions were suggested.
 - Issues; lack of consistency, E-Link is cumbersome, need heightened guidance and BWSR needs training of their staff for consistent reviews and what are the requirements.
 - Maybe there should be more persons in the work group to cover more regions of the state.
- **Aggregate Work Group** - Jen Berquam
 - Jen handed out a briefing on the Aggregate Resources Task Force Report and asked the group to review the potential language of support on the last page.
 - Discussion was had on if this would be what MACPZA would want AMC to support.
 - No action needs to be done at this time, but keep aware of what is going on with aggregate.

Adjourn:

MSP: Terry N. / Angie L.

Next Meeting will be at 9:00 am, Tuesday, December 4, 2018, at AMC Conference, Doubletree Hotel, Bloomington, MN.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jennifer Breberg".

Jennifer Breberg
Secretary

