



2009 Annual Meeting

Thursday, October 8, 2009, 1:00 p.m.
Sugar Lake Lodge
Grand Rapids, MN

MACPZA Website: www.macpza.org

Call to Order:

President Mark Erickson called the meeting to order and extended a Thank You to District B, with special recognition of the work done by Don Dewey and Melissa Palkki, for organizing and hosting this year's MACPZA Annual Conference at Sugar Lake Lodge, in Grand Rapids, MN.

Members in Attendance:

Terry Neff, Aitkin Co.	William Patnaude, Beltrami Co.	Darren Wilke, Big Stone Co.
George Leary, Blue Earth Co.	Desiree Hohenstein, Brown Co.	Bruce Benson, Carlton Co.
Steve Just, Carver Co.	Mary Darragh Schmitz, Chisago Co.	Daniel Hecht, Clearwater Co.
Timothy Nelson, Cook Co.	Michael Hanson, Cottonwood Co.	Christopher Graves, Filmore Co.
Wayne Sorensen, Freeborn Co.	Rob Scanlan, Houston Co.	Tim Anderson, Isanti Co.
Donald Dewey, Itasca Co.	Teresa Bearce, Kanabec Co.	Gary Geer, Kandiyohi Co.
Jenny Breberg, Lac Qui Parle Co.	Walt Van Den Heuvel, Lake Co.	John Biren, Lyon Co.
Jan Kaspari, Marshall Co.	Pam Flitter, Martin Co.	Larry Gasow, McLeod Co.
Kristin Cote, Meeker Co.	Angela Knish, Mower Co.	Jean Christoffels, Murray Co.
Mandy Landkamer, Nicollet Co.	Kathy Henderschiedt, Nobles Co.	Kevin Ruud, Norman Co.
Stephanie LaBrune, Pipestone Co.	Josh Johnston, Polk Co.	Mark Erickson, Renville Co.
Trent McCorkell, Rice Co.	Eric Hartman, Rock Co.	Lynn Waytashek, Sherburne Co.
Scott Smith, St. Louis Co.	Angie Berg, Stearns Co.	Dale Oolman, Steele Co.
Garry Johanson, Todd Co.	Floyd Riester, Wabasha Co.	Eric Johnson, Winona Co.

Associate Members in Attendance:

Pete Gansen, Aitkin Co.	Melissa Palkki, Itasca Co.	Robert Redding, Nicollet Co.
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A quorum was established, 45 of the 75 Member Counties were represented. By-Laws Amendment requirement is 2/3 of Members present or 30 Members. A power point was projected for members to follow along with and was then made available on the MACPZA website.

President Erickson asked if there were any additions or corrections to the agenda; there were none.

MSP: Bill Patnaude, Terry Neff to approve the agenda as presented.

MSP: Tim Nelson, Pam Flitter to approve October 2, 2008, Annual Meeting Minutes, as written and recorded.

Treasurer's Report:

Angie Knish presented the Treasurer's Report to the membership via power point:

- The activities for the accounts (checking and savings) were reviewed; balances for the accounts were current as of October 1, 2009. Money was transferred into the savings account from the CD at maturity, rather than renewed, due to the higher interest rate earned on the savings account.
- The audit committee of Steve Just and Larry Gasow reviewed the books and found everything in order.

MSP: Bill Patnaude, Eric Hartman to approve the Treasurer's Report and accept the findings of the Audit Committee.

- Angie noted the Membership Report indicates four counties did not re-apply for membership this year.

Old Business:

None.

New Business:

▪ **MACPZA Mission Statement**

- The Board could not locate a MACPZA Mission Statement; therefore, one was drafted which would provide direction for the Board of Directors as well as the entire organization.

MSP: Don Dewey, Steve Just to adopt the MACPZA Mission Statement as presented.

▪ **2010 MACPZA Budget**

- The 2009 Actual Revenue and Expenses do not include the 2nd half of the Attorney Retainer, 4th Quarter AMC Contract, nor any of the expenses for the Annual Conference, other than the \$1,000 deposit.
- The increase in Board Meeting Expenses is for additional meetings anticipated for more committee work.
- Dues are recommended to remain the same at \$150 Regular Member and \$50 Associate Member.
- Should break even with Fall Conferences and use Spring Conferences to turn a profit to keep dues lower.

MSP: Bill Patnaude, Terry Neff to adopt the 2010 MACPZA Budget as presented.

MSP: Kathy Henderschiedt, Dan Hecht to keep the 2010 MACPZA Dues the same at \$150 Regular Member and \$50 Associate Member.

▪ **MACPZA By-Laws**

- Article V Amendment
 - Proposed amendments establish and define the various MACPZA Committees, including the terms of appointment and the duties of the committee members.
 - Curriculum Committee, as proposed, would be renamed Professional Development Committee.
 - New committee would be the Executive Committee, which would allow for action to be taken on behalf of the MACPZA Board of Directors between their regular meetings. All actions must be ratified at the next meeting of the Board of Directors.
 - Wording was suggested to be added to the Legislative Committee to allow for an Alternate Representative to attend these committee meetings if the Representative was not available.

MSP: Terry Neff, Bill Patnaude to adopt the Proposed Article V By-Laws Amendment as presented with the addition of "and an alternate representative".

- Article XI Amendment
 - Tina Rosenstein was an outstanding Zoning Administrator for many years; this proposed amendment is basically a name change to an already existing award.

MSP: Tim Nelson, Eric Hartman to adopt the Proposed Article XI By-Laws Amendment as presented.

▪ **MACPZA Policy and Legislative Platform**

- Since this is the second year of the Bi-ennium, the changes being suggested to the Platform are minor.
- The Platform was reviewed by both the Legislative Committee and the Board of Directors; it reflects similar positions of AMC.
- Board of Directors, at their meeting on the day prior to this meeting, reviewed the Draft Platform that was submitted with the Annual Meeting Notice, and refined the language; updates were on the power point.
- Wastewater Treatment
 - Item 1: Due to some counties having their own inspection programs, MACPZA supports property transfer inspections of SSTS or other alternative inspection programs.
 - Much Discussion was had regarding the request for delay in implementing SSTS.
 - Annalee will draft a template letter for counties to put on their county letterhead and add their own comments regarding the SSTS Rules. These letters will need to be sent to Annalee for her to submit to the legislators all at one time, including minutes from the Board of Directors' Meeting where they indicate their support of a delay.
 - "Adopt by Reference 7080-7083" to be reviewed by attorney on retainer for a legal opinion.

MSP: Bruce Benson, Bill Patnaude to accept the 2009 MACPZA Policy and Legislative Platform as presented via power point at the Annual Meeting.

MACPZA Committee Reports:

▪ **Legislative Committee**

- Annalee thanked the Committee Members for their excellent work and added that she will be looking for additional volunteers as they move forward with the next legislative session.
- Pre-Session Hearings are planned to be held by Legislators for the Shoreland Rulemaking.
- Senate 913 Bill attacked Planning and Zoning; wanted to allow cities to regulate zoning outside their municipal boundary. Did not pass, but expect issue to continue and not go away.

▪ **Professional Development (Curriculum) Committee**

- Full Day Training on Wind Energy to potentially include AICP credits.
- Legislative 101 will be a training open to all County Staff that will offer the basics on Rulemaking steps and processes.
- At the end of May, there will be a half day training in conjunction with the Legislative Wrap-Up.

Discussion:

▪ **MACPZA Annual Survey**

- The Board of Directors will discuss the Annual Survey at their December Meeting; would like to have each Districts comments prior to that meeting. Please submit comments to the MACPZA Secretary.

- **394/462 Statute Review Committee**
 - As a sub-committee of the Legislative Committee, these members have been reviewing a draft of what the consolidation of 394/462 could potentially consist of. Consolidation would be a two phase project with the first phase to include basic zoning principles to make it simpler. Annexation and urban expansion issues would not be considered for the first phase.
- **MACPZA/MnAPA Discussions**
 - A delegation of MACPZA Board Members has begun talks with MnAPA to find common ground where each Association retains all their own attributes, but works together on professional development, legislation, etc.; not looking to merge or combine conferences.
- **Board of Directors District Representative and Alternate Representative Elections**
 - Districts B, D and F are required to conduct elections for their District and Alternate Representatives for the Board of Directors. Elections should be held by, and names submitted to MACPZA Secretary by, the end of January, 2010.
- **2010 Annual Conference Host**
 - Next year's Annual Conference will be hosted by District D.

MSP: Tim Nelson, Eric Hartman to adjourn.

Respectfully Submitted,

Jean M. Christoffels
MACPZA Secretary