

PLANNING COMMISSION MEETING MINUTES

CITY OF GRANT

August 20, 2012

Present: Terry Derosier, Loren Sederstrom, Becky Siekmeier, Larry Lanoux, Bill David and Bob Tufty

Absent: Mark Wojcik

Staff Present: Interim City Planner, Paul Hornby, City Planner Breanne Rothstein and City Clerk, Kim Points

1. **CALL TO ORDER**

Chair Derosier called the meeting to order at 7:05 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

Commissioner Lanoux added the Tractor Parade under public comment.

Chair Derosier added under New Business Staff Report

MOTION by Commissioner Sederstrom to approve the agenda as amended. Commissioner Tufty seconded the motion. MOTION carried unanimously.

4. **APPROVAL OF MINUTES, JULY 16, 2012**

Chair Derosier noted he did not get the Complaint Process draft to review prior to going to the City Council.

Spelling and typographical errors were corrected.

MOTION by Commissioner Lanoux to approve the July 16, 2012 Minutes, as amended. Commissioner Tufty seconded the motion. MOTION carried unanimously.

5. **PUBLIC COMMENT**

Commissioner Lanoux reviewed the Grant Heritage Days poster noting the Grand Marshals, Art and Joyce Welander, are being honored for their years of service in the community. He asked the citizens of Grant if their companies would like to participate and send prizes for the drawings. Everyone and all neighborhoods should put together floats and participate. Got to the GRP website, www.thegrp.org, for more information and brochures are being sent out this week.

Commissioner Lanoux advised the siren did not sound after it was moved. Someone should check on that, either a Council Member or Scott Fogelson. He requested people that cannot hear it should call the City so we know if there are dead spots.

5. NEW BUSINESS

Staff Report – Interim Planner Hornby advised the Council appointment WSB as the City’s planning firm. He referred to the staff report and provided an update on the Sprint CUP, Harmony Horse Farm and the clear cutting at Masterman Lake.

Commissioner Lanoux stated he believes what was taken from the Masterman Lake area was just buckthorn and no real trees were cut.

Interim Planner Hornby advised the aerial photos were view and mature trees were in place. The property owners should have come to the City before anything was cleared. There is a CUP for clear cutting but only for agricultural purposes. There has been a clear violation of City Ordinance. The Council may choose not to do anything with it.

Commissioner Lanoux stated residents need to be very clear that taking out some brush or some trees is not clear cutting.

Ms. Breanne Rothstein, WSB, introduced herself and provided her background. She stated she looks forward to working in the City of Grant.

A. LMC Duties of a Planning Commission – Chair Derosier advised information was included in the packets for all Commissioners to read on their own.

B. City Charter and Charter Commission Benefits, John Smith – Mr. Smith came forward and stated he is not prepared for a presentation and was not notified. At the last Council meeting, it was requested that a presentation be made on the Charter form of government. The League of Minnesota Cities does have a presentation, free of charge that the Council can request and be passed by motion. He noted he has ordered some information but does believe it would be more appropriate to review at the City Council meeting.

Commissioner Lanoux stated the Council did not watch the Planning Commission meeting or look at the minutes. The Council spent 35 minutes talking about the grading permit and the Building Inspector. It may be best for the Charter form of government to be addressed at the Council meeting.

7. OLD BUSINESS

A. Complaint Protocol and Communications Process - Chair Derosier noted information was included in the packets. The council did review the draft and he believes some word smiting needs to be done although he is surprised it came back to the Planning Commission.

Interim Planner Hornby agreed there is some word smiting and no action was taken by the City Council. There were concerns relating to timing and the Council asked the PC to review it again.

Chair Derosier reviewed the draft and the following changes and clarifications were made: 1) or governmental agency was added to the first paragraph; 2) all complaints must be submitted in writing; 3) staff or consultants will make phone calls; 3) strike notification and add correction window; 4) add the word Grant may take appropriate actions.

MOTION by Commissioner Siekmeier to recommend approval of the policy to the City Council, as amended. Commissioner David seconded the motion.

Commissioner Lanoux stated now that changes have been made the Chair should get a copy prior to Council review.

Mr. Wally Anderson, 80th Street, came forward and suggested a response to the notification should be required. Some may not answer the phone or respond to a letter.

Chair Derosier stated he believes that is covered with the correction window statement.

Mr. John Smith, 67th Lane, came forward and stated that letters do get disregarded. He suggested a registered letter be sent.

Commissioner David advised he did bring that up previously but decided against it due to costs and the proposed method is friendlier.

The Planning Commission determined it would be up to staff as to whether or not a registered letter would be sent.

MOTION carried unanimously.

B. May 21, 2012 Meeting Minutes – Chair Derosier stated the Council did not think too much of the unapproved minutes.

Commissioner Tufty stated the Council indicated the minutes do have to be approved. They need to be amended until they are passed.

Commissioner David stated he believes we have fallen victim to the electronic world. There is too much fall back on the meeting DVD so good meeting notes are not being taken. He suggested taking all the script out of the minutes and just say there was a meeting.

Commissioner Tufty stated the minutes have to reflect the actions of the meeting. Minutes are not a transcript of the meeting. The draft minutes do show the actions and every vote taken was reflected in the minutes.

Interim City Planner Hornby advised the minutes have to reflect the action taken at meetings. Any discussion within the minutes is for future Councils. From a legal standpoint, minutes are only required to identify action taken.

Commissioner David stated he can't say if all the actions are included in the minutes because he can't remember.

Chair Derosier advised he believes all the action are in the minutes. All the discussion held is not important to the meeting minutes.

MOTION by Commissioner Siekmeier to approve the May 21, 2012 Minutes. Commissioner Tufty seconded the motion.

Chair Derosier corrected the spelling of Mr. Kyle Axtell and suggested a statement noting there is no audio or video recording of the meeting be added.

Commissioner Tufty stated the Council meeting minutes are very similar to the PC minutes and they are always approved.

Commissioner David stated that if back up meeting DVD's are not needed, the City should not be paying for the video tech.

MOTION failed with Commissioners Lanoux, David and Sederstrom voting nay.

8. COMMISSIONER REPORTS

There were no reports from Commissioner's.

9. SET AGENDA, SEPTEMBER 17, 2012 PLANNING COMMISSION MEETING

The next Planning Commission Meeting is scheduled for Monday, September 17, 2012, 7:00 p.m.

No agenda items were noted.

10. ADJOURNMENT

MOTION by Commissioner Sederstrom to adjourn the meeting at 9:43 p.m. Commissioner Siekmeier seconded the motion. Motion carried unanimously.

Respectfully submitted,

Kim Points
City Clerk