

EUREKA TOWNSHIP

DAKOTA COUNTY

STATE OF MINNESOTA

EUREKA PLANNING COMMISSION MEETING OF MARCH 2, 2015

Call to Order

Planning Commission Chair Hansen called the meeting to order at 7:00 PM. Planning Commission members present: Chair Hansen, Commissioner Lu Barfknecht, Commissioner Carrie Jennings, Commissioner Allen Novacek arrived at 7:54 PM. Commissioner Phil Cleminson was absent. Supervisor Mark Ceminsky attended as Town Board liaison. See attached sheet for additional persons in attendance. Deputy Clerk Cheryl Murphy recorded the minutes.

Approval of the Agenda

Chair Hansen requested to add John Friedges' text amendment for discussion under New Business. Commissioner Barfknecht requested to add a discussion of a sump pump ordinance, as well as to discuss the Annual Meeting under New Business. Commissioner Jennings also wanted to discuss add the letter from Travis Thiel from the VRWJPO. Commissioner Jennings made a motion to approve the agenda as amended. Commissioner Barfknecht seconded. Motion carried unanimously.

Approval of Minutes

February 2, 2015 –Planning Commission Meeting. Commissioner Jennings made a motion to approve the February 2, 2015 meeting minutes as presented. Commissioner Barfknecht seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Town Board Update-Supervisor Ceminsky

- Text amendment Mr. Miller asked for was approved with reporting requirements for accessory uses and a percentage of offsite materials and dry only ready-mix system. It passed by a 2-1 vote
- Agritourism – there is no longer an Agritourism Ordinance going forward. It was dropped by the Board
- The Watershed Permitting Process went into effect March 1, 2015. The Board requested feedback from Soil and Water District
- Code Recodification – Planning Commission will set a public hearing date
- Working on the Annual Meeting

NEW BUSINESS:

Set Date for Public Hearing for Ordinance Recodification. Commissioner Jennings made a motion to set the Public Hearing Recodification Meeting for April 16, 2015 at 7:00 PM at the Town Hall. Chair Hansen seconded. Motion carried unanimously.

Planning Commission Policies and Procedures:

Changes to Eureka Township Planning Commission Policies and Procedures.

Deputy Clerk to make following changes:

- Wherever manual states “Secretary,” change to “Deputy Clerk”
- Wherever manual states, “clerk shall mail a notice” or deliver a written notice to door,” change to “notify” to give options on how to contact members
- Change throughout document for packet information to “end-of-day, Thursday before scheduled meeting”
- Under Chair Responsibilities, add “the Chair shall prepare a summary of the scheduled meetings and interpret any actions to the Town Board”
- Add to Ch. 6 – Building Inspector and Zoning Administrator Responsibilities, “all communication with outside agencies must be in writing with questions and answers copied to all Planning Commission members”
- Capitalize “Town Board” throughout document
- C. Rebuilds in Case of Fire – add “Disaster”
- Appendix D – Deputy Clerk to update the over-the-counter permit lists-include watershed application
- Page 23, #2, change “shall attend” to “must attend”
- Page 23, #4-Delete
- Page 24 -C. Procedures #3, Add “Voting will be consistent with Town Board Voting Policy”
- Page 39 – Creating Agenda – change under #5 Final Agenda to “Thursday, before the meeting”

Deputy Clerk to make requested changes and the Planning Commission will re-examine the Policies and Procedures Manual at the April 6, 2015 meeting.

Friedges Text Amendment

Commissioner Jennings requested it be noted in the minutes that the Friedges document came in after the Planning Commission packets were sent out and Planning Commission members did not receive an advanced copy.

Commissioner Jennings made a motion to forward the proposed change to the Friedges application to the Board. She also would like it stated in the minutes that this is a slippery slope, and the mining ordinance is getting whittled away point-by-point. Chair Hansen seconded the motion. Motion carried unanimously.

Sump Pump – Commissioner Barfknecht reported that our Township has no ordinance regarding sump pumps, and that we need rules about the discharge and how it should be regulated. Commissioner Jennings stated it is changing surface water drainage. Commissioner Jennings made a motion that we write a question and submit to Travis Thiel, Brad Becker, and Brian Watson and see what they say about what our policies for discharge of water from within a home should be. Commissioner Barfknecht seconded. Commissioner Jennings amended the motion to ask the question of our Building Inspector. Commissioner Barfknecht accepted the amended motion. Motion carried unanimously.

It was requested by Commissioner Barfknecht that included in the Planning Commission segment of the Annual Meeting presentation should be a list of public hearings and the number of permit applications for the past year.

VRWJPO Letter

Discussion of Travis Thiel Letter – the Town Board requested the letter from Travis Thiel (see attached).

Commissioner Jennings made a motion to adjourn the meeting. Commissioner Barfknecht seconded the motion. Motion carried unanimously.

The meeting was adjourned at 8:04 PM

Cheryl Murphy
Deputy Clerk

Minutes approved by the Planning Commission on April 6, 2015.