



BOARD OF DIRECTORS Minutes

Executive Board Meeting
Monday, December 6, 2010 1:00 p.m.
Coborn Room, St. Cloud Civic Center – St. Cloud, MN

Members in Attendance:

Mark Erickson, Renville Co.
Jean Christoffels, Murray Co.
Bruce Benson, Carlton Co. (B)
Larry Gasow, McLeod Co.(D)
Dale Oolman, Steele Co. (F)

Mandy Landkamer, Nicollet Co.
Tim Nelson, Cook Co.
Lynn Waytashek, Sherburne Co. (C)
Steve Just, Carver Co. (E)

Alternates and Others in Attendance:

Terry Neff, Aitkin Co. (B)
Tracy Pooler, Wabasha Co. (F)
Maria Slavik, AMC

Garry Johanson, Todd Co. (C)
Annalee Garletz, AMC

Absent:

Angie Knish, Mower Co.

Bill Patnaude, Beltrami Co. (A)

Others:

Bob Patton, MN APA
Don Adams, Stearns Co.
Julie Blackburn, BWSR
Diane Thier, Nobles Co.
John Oeltjenbruns, Cottonwood Co.
Ted Troolin, St. Louis Co.
Angie Berg, Stearns Co.
Andrew Mack, MN APA

Tom Jensen, MN APA
Dawn Hegland, Upper MN Valley RDC
Randy Neumann, Todd Co.
Warren Peschl, Benton Co.
Tom White, Cottonwood Co.
Becky Balk, MN Dept. of Ag
Richard Hall, Wabasha Co.
John Giese, Murray Co.

Call to Order

The meeting was called to order by President Mark Erickson. After taking Roll Call and a quorum was established, President Erickson called for any additions or corrections to the agenda.

MACPZA Survey added under Discussion.

MSP: Bruce Benson, Lynn Waytashek to approve the agenda with the one addition.

MSP: Lynn Waytashek, Steve Just to approve the October 6, 2010, minutes as written and recorded.

Treasurer's Report

- The reported account balances: checking \$6,182.98; savings \$27,153.61
- 2010 Budget Report indicates that all accounts are within budgeted amounts
- No final numbers on the Fall Conference

MSP: Dale Oolman, Bruce Benson to approve Treasurer's Report as presented.

Old Business

- Final Review of Policy and Legislative Platform Recommendations
 - The Platform was adopted at the 2010 MACPZA Annual Meeting with modifications; after changes were made, the final copy was emailed to the Board.
 - Discussion ensued on whether or not Bullet #1 under Wastewater was to include “or other alternative inspection program”. The consensus was that it was to remain. Additional word-smithing was done and the following is the final language: *MACPZA supports requiring all subsurface sewage treatment systems (SSTS) to be inspected at the time of a sale or transfer of property or as a requirement of an alternative inspection program.*

New Business

- Review and Approval of MACPZA/AMC Agreement
 - Jeff Spartz, new AMC Director, to review all AMC agreements/contracts before signing; should be completed in January in time for the February MACPZA Board Meeting.
- Board Appointment of 2011-2012 Legislative Committee
 - According to the revised By-Laws, this year begins two-year appointments for the Committees. The Legislative Committee will need Alternates; Districts have been asked to submit names for these positions by January 1, 2011.

MSP: Bruce Benson, Steve Just to appoint the following individuals as the regular members of the 2011-2012 Legislative Committee: Mark Erickson – Immediate Past President, Dan Hecht (A), Tim Nelson (B), Angie Berg (C), Marc Telecky (D), Pam Flitter (E), Kristi Gross (F).

- Board Appointment of 2011-2012 Professional Development Committee
 - Two individuals listed from both “B” and “D”; both will be considered committee members, however, each District may only have one vote.

MSP: Lynn Waytashek, Dale Oolman to appoint the following individuals as members of the 2011-2012 Professional Development Committee: Bill Patnaude (A), Tim Nelson (B), Tim Anderson (B), Lynn Waytashek (C), Gordy Olson (D), Marc Telecky (D), Steve Just (E), Tracy Pooler (F).

- Board Appointment of 2011-2012 Bylaws/Policy Committee
 - Mandy Landkamer agreed to represent the MACPZA Board on this committee.

MSP: Bruce Benson, Lynn Waytashek to appoint the following individuals as members of the 2011-2012 Bylaws/Policy Committee: Mandy Landkamer – President, Bill Patnaude, Darren Wilke.

- Board Appointment of 2011-2012 SSTS Advisory Task Force
 - This legislatively created task force is to have representation from all districts.

MSP: Steve Just, Bruce Benson to appoint the following individuals as members of the 2011-2012 SSTS Advisory Task Force: Eric Buitenwerf (A), Terry Neff (B), Chris Pence (C), Eric Van Dyken (D), Mandy Landkamer (E), Dale Oolman (F).

- Approve change in Board of Director’s Meeting to February 11, 2011
 - Change the February, 2011, meeting date due to Board Room availability at the Kelly Inn.

MSP: Lynn Waytashek, Dale Oolman to change the February MACPZA Board of Director’s Meeting from February 4, 2011, to February 11, 2011.

- Contracts with the Kelly Inn, St. Cloud, MN were reviewed for the following 2011 MACPZA Board of Director's Meetings: February 11, April 1, June 9, and August 5.

MSP: Steve Just, Bruce Benson to approve the four contracts with the Kelly Inn and to authorize President Erickson to sign the same.

- Review and Approve MnAPA/MACPZA Enabling Law Planning Recommendations
 - MnAPA and MACPZA have a combined working committee that has developed a Statement of Purpose and Need.
 - A brochure has been drafted explaining the potential Statutory Reform of Statutes 394 and 462. Along with the brochure, a cover letter has been written, which would be signed by the Presidents of both Associations upon approval by their Boards. Once approved by both Associations, the brochure and letter would be sent to Minnesota Legislators.
 - The MnAPA/MACPZA Committee is proposing that 1,000 copies be printed at an estimated cost range of \$1,000 to \$2,000, which does not include mailing expenses.
 - The two enabling laws are old and have been piecemealed together, which is part of the reason a White Paper is being created using case studies from other states. The list of stakeholders will be identified at a later date.
 - The costs associated with the brochure and letter would be a one-time expense with a possible re-print in the future. Costs would be split 50/50 between the two associations.
 - Since mailing is second to face to face meetings, it was suggested to mail the brochures and letters using the Congressional Mail Rooms where no postage is required.

MSP: Jean Christoffels, Mandy Landkamer to approve a \$1,000 capped expense for the printing and mailing of the "Planning for a New Era" brochure, with word-smithing changes approved by the MnAPA/MACPZA Committee.

- Variance language has been drafted by the League of MN Cities to be reviewed by Paul Reuvers; draft not yet available for review by the Association.
- Concerns were raised that cover letter may confuse Legislators such that they may think letter and brochure deal just with a Variance Bill. These concerns could be addressed simply by re-ordering the content of the letter. A suggestion was made to explain the brochure, outline the goals, and then discuss the variance examples.

MSP: Steve Just, Larry Gasow to approve the cover letter with suggestions to re-order the content, with final approval by the MnAPA/MACPZA Committee.

- Bob Patton, MnAPA Legislative Committee Representative, distributed "Some considerations for Variance Criteria in State Statutes", which are his personal comments on the enabling laws.
- President Erickson noted that MACPZA is not initiating anything at this time.
- Annalee hopes to have the draft language with Attorney comments to send out soon.

- Review and Adopt MACPZA Committee Attendance and Reporting Policy
 - MACPZA members appointed to committees are to actively participate in committee meetings and then provide an update to MACPZA Board either through written documentation or an update at a Board Meeting.

MSP: Lynn Waytashek, Larry Gasow to approve MACPZA Committee Appointment, Attendance and Reporting Policy as presented.

AMC Updates – Annalee Garletz

- AMC Board of Directors passed a resolution in support of Protecting Public Health and the Environment; copies were distributed. The resolution will be sent to both Legislative Bodies and to the MPCA.
- The following Positions have been adopted by AMC:
 - Support for SSTS funding, and
 - Townships choosing to do Zoning must do all zoning, including enforcement.
- Water Roundtable Groups have been meeting; MACPZA is represented by Mandy Landkamer, John Biren, and Josh Stromlund. Looking to identify ways to streamline, but don't want to make changes just to make changes.
- Legislative Committee Structures were re-organized for the 2011-2012 Session; not as many committees, which cuts back on the number of meetings to allow Legislators more time to be in their Districts. Senate to meet two days per week and House to meet three days per week.
- AMC President John Evert thanked the MACPZA Board for meeting during the AMC Conference. AMC is appreciative of the interactions between the organizations and the willingness to work together on Redesign Initiatives.

MACPZA Committee Reports

- Legislative
 - Annalee noted there is no formal contract; Jay, Scott, Paul, and Jason will work with MACPZA from mid-December through the end of the Legislative Session, operating under general billing for legal services.
 - President Erickson thanked Tim Nelson for his work on the Legislative Committee, stepping up as the Past Past President.
- Professional Development
 - The Committee will continue work on the dashboard; looking for input from the MACPZA Districts on what to include and who to list as resources.
 - SSTS Advisory Task Force will be drafting forms and a checklist; documents should be reviewed by this Committee before posting on dashboard.
 - President Erickson thanked Steve Just for his work leading this Committee.
- By-Laws
 - Nothing to report.

Other Committee Reports

- SSTS Committee
 - A phone conference meeting was held in September and the next meeting will be December 9th. Administrative Law Judge comments on proposed Rule changes can be found on the MPCA website.
 - 32 Counties have adopted, 20 are in the process of adopting, and 13 have indicated they will not adopt the new Rule changes.
- 394/462 Statute Review Committee
 - Nothing to report as they have not met since the Annual Meeting.
- Minimum Impact Design Standards Advisory Committee
 - No report.
- MACPZA/MnAPA Committee
 - Already discussed.

- EQB Advisory Committee
 - Bob Patton, EQB Executive Director, explained the EQB was charged by the Legislators and the Administration to customize EAW forms; trying to make them easier for producers and governmental agencies.
 - With guidance a key factor, their next meeting will be December 17th, where they will work on guidance. The plan is to have a draft ready for adoption by the EQB Chair soon.
- SSTS Advisory Task Force
 - Compliance inspection triggers are being given priority now as the Task Force wants Legislators to look at the positive outcomes from the efforts of current inspection programs. The idea is to concentrate on areas where there are problems. If they force the compliance inspections, there must be money to accompany the mandate.
 - With many counties already going above and beyond with their inspections, it would be better to give counties more tools to enhance their present programs.

Discussion

- MnAPA Variance Research
 - Discussed earlier with MnAPA/MACPZA Enabling Law Planning Recommendations.
- MnAPA/MACPZA Professional Development Opportunities.
 - MACPZA has co-hosted Planner's Day at the Capital with MnAPA; President Erickson will refer this to the MACPZA Professional Development Committee for discussion.
 - Districts are being asked to provide suggestions on potential training topics, which should be submitted by the end of January, 2011. One suggestion from MnAPA is to look at health impacts that may be tied to land development; transportation, trails, parks, and making sure ordinances allow farmer's markets, etc.
- MACPZA Survey
 - The last survey was conducted in 2009, results of which can be found on the MACPZA website. Survey questionnaires will be sent out in January and Maria is looking for suggestions on changes or additions. Districts are to review the present survey questions and submit and suggestions to Maria by February 1, 2011.

Other Business

- Vice President Landkamer thanked Mark Erickson for all his hard work and dedication to MACPZA during his term as President, and look forward to his continued involvement as Immediate Past President.
- President Erickson expressed his appreciation for the work of not only Vice President Mandy Landkamer and Secretary Jean Christoffels, but the entire MACPZA Board.

MSP: Bruce Benson, Larry Gasow to adjourn.

Respectfully Submitted,

Jean M. Christoffels
Secretary