City of Menahga
Planning & Zoning Minutes
Thursday, August 4, 2022

A. Call to Order

The Menahga Planning and Zoning Commission held their Regular Monthly Meeting on Thursday, August 4, 2022.
Chairman Quade Mayer called the meeting to order at 7:01 pm

B. Roll Call

Comprising a quorum of the commission, the following members were present:
Quade Mayer, Mayor Elizabeth Olson, Larry Murphy, and Mike Netland
Absent: Jeremiah Erickson
Also present was Temporary Administrative Tech Jensine Kurtti

C. Pledge of Allegiance

D. Approval of the Agenda

Main Motion: To Approve the Agenda with the addition of Business Use in a Residential Area Discussion under H.4.

Moved by:	Olson
Seconded by:	Murphy
Action:	Motion carried by a 4-0 voice vote
In favor:	Mayer, Olson, Murphy, Netland
Opposed:	none

E. Approval of Minutes

Main Motion: To approve the June 2, 2022 and June 28, 2022 Minutes as presented.

Moved by:	Netland
Seconded by:	Murphy
Action:	Motion carried by a 4-0 voice vote
In favor:	Mayer, Olson, Murphy, Netland
Opposed:	none

F. Review information on fences and sheds.

The Planning Commission reviewed the final draft of the shed and fence ordinances. On the Screening and Fencing draft there was conflicting distance from a corner (one line was 20-foot and the other was 30-foot). The commission by consensus agreed it should be 20-foot.

G. Discussion on Future Training of Members.

Jensine Kurtti informed the Planning Commission that Sourcewell was having a training session in Nisswa on August 18, 2022 from 11am to 2 pm. Liz Olson, Jensine Kurtti and Mike Netland were already signed up to go. Kurtti asked if the other members would like to attend? Larry Murphy said that he could not, but Quade Mayer will check his work schedule and contact Betty Thomsen to reserve a space. Kurtti informed the members that if three of them attend the session that it will have to be posted, as a quorum would be present. Posting is not a problem, it is just a requirement of the Open Meeting Law.

Kurtti mentioned that 2 representatives from Sourcewell had visited with her and Betty Thomsen as to the services that they can provide the City of Menahga. Sourcewell can provide a training session free of charge for the members. The members felt that it would be nice to have them come on September 1, 2022 at 6 pm, before the Commission's next Regular Meeting. Kurtti will see if it can be arranged.

Sourcewell can also provide the service of an experienced Zoning Official at a rate of $55 per hour (only for the actual hours worked). The commission members felt that the City needed to have a professional to handle the zoning issues that have surfaced, and was in dire need of zoning enforcement, with law enforcement assistance if requested.

Main Motion: To recommend to the City Council that they retain the services of an experienced Zoning Official to provide enforcement of code violations.

Moved by:	Mayer
Seconded by:	Netland
Action:	Motion carried by a 4-0 voice vote
In favor:	Mayer, Olson, Murphy, Netland
Opposed:	none

H. New Business

1. Comprehensive Plan Review

Jensine Kurtti gave the commission a copy of an old partially updated comprehensive plan. It was more as a discussion tool, as there had been a more recent working document on an update that was started by Former-City Administrator Curt Kreklau, which was never completed and the computer file was not found. Commission members will check their notes and see what they can come up with.

2. Region Five Energy and Environmental Meeting

This was provided as a notification that the City will be having a community meeting on September 13, 2022 at 7 pm. This meeting is being given by Region Five and they will explain the grant possibilities for Menahga regarding energy and environmental projects and needs.

3. Planning Commission Member Update

Jeremiah Erickson's absence on the commission was discussed. A letter had been sent to Erickson stating that attendance was needed to fulfill the duties of a commission member. The letter was signed by Chairman Mayer, and he had not heard back from Jeremiah. The members felt that Mayor Olson should give Jeremiah a call, and if he did not want to be on the commission, it should be considered a vacancy and the council should reappoint.

4. Business Use in a Residential Area

Discussion focused on some business use in residential areas, that do not comply with the City Ordinances. The commission felt that this needs to be addressed and formal actions taken to rectify the situations. Having an experienced Zoning Official could address the violations and implement corrective actions.

I. Unfinished Business

1. Zoning Map

Jensine Kurtti presented a current Zoning Map to the commission. This map reflects all the zoning changes that have been made from 1978 to present. This information was taken from researching the minutes. Kurtti reminded the council that this map may change when a new Comprehensive Plan is developed and the City updates their ordinances.

J. Adjournment

Main Motion: To adjourn the meeting at 8:07 pm.

Moved by:	Netland
Seconded by:	Murphy
Action:	Motion carried by a 4-0 vote
In favor:	Mayer, Murphy, Olson, Netland
Opposed:	None.

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Temporary Administrative Asst. Chairman, Quade Mayer
Jensine Kurtti