

Bridgewater Township Planning and Zoning Discussion Meeting
County of Rice, State of Minnesota
February 22, 2016
Official Minutes

Call to order – 1:00 pm

Pledge of Allegiance

Roll Call: John Holden, Gary Ebling, Kathleen Doran-Norton, Jim Braun Carolyn Braun, Frances Boehning

Misc.

- Kathleen Doran-Norton gave an update on the Northfield annexation tax repayment. She will meeting with Northfield staff on February 25 to review maps and development.

Discussion on Planning and Zoning process:

- Jim Braun reviewed his plan for the next five years
 - Have clerk start picking up duties in regards to easier permits and filing
 - Reviewed possibilities/back ups in the event of an emergency (Scott Rosevold)
 - Reviewed next steps to have clerk transition to taking over permits, filing, etc. – have clerk begin filing and working with residents on simple permits with Jim Braun’s oversight.
- Discussed need for better communication.
 - Discussed better communication in regards to new members.
 - Discussed the need to review how to get Planning and Zoning commissioners to respond to staff – suggested a 24-48 hours response to emails.
 - Discussed taping all meetings and placing them on-line.
 - Planning and Zoning staff will set the agendas with input from Chair.
 - Reviewed the need to educate the Planning and Zoning commissioners regarding basic planning and Robert’s Rules.
- Discussed meeting jointly with the Planning and Zoning Commission and the Board of Supervisors
 - Discussed how often Planning and Zoning Commission and Board of Supervisors should meet.
 - Discussed need of Board of Supervisors to discuss ordinance prior to passing off to Planning and Zoning.
- It was determined that the Board of Supervisors should not discuss citizen requests prior to the Planning and Zoning Commission meeting.
- It was determined that the Board of Supervisors should not sway the Planning and Zoning Commission decision.
- It was determined that the Board of Supervisors does not have to agree with the Planning and Zoning Commission.

Keith Johnson Gravel Pit

- Kathleen Doran-Norton spoke with Rice County regarding the C.U.P.
 - Kathleen Doran-Norton offered to speak with the county attorney
- Jim Braun got the original C.U.P. and reviewed them
 - An agreement was created with Gleason to clean up the site.
 - Jim Braun will work with interested parties to get the site cleaned up.

Jim Kohler – will give paperwork on roads that were transferred from the county to Bridgewater Township to Jim Braun.

Septic Compliance – Jim Braun located old septic permits and compliance inspection not on the list. He created a list and book including all copies of permits and compliance papers for 2015 and is working on the 2014 book.

There are 575 permits in the office books – there is a need to obtain/find back ups and place in file.

- Road Turnbacks – Gary Ebling suggested creating a road age/condition evaluation report for roads going back to the county and roads that will be returning to the township.
- A discussion was held regarding what conditions were set in the road policy.
- Also discussed was the current condition of Falk Ave versus the proposed standard.

- Discussed creating a written agreement with the county outlining conditions
- Discussed obtaining a contractor to get a quote to get the roads up to par – Rice County would cover the cost to get the roads up to standard.
- Kathleen Doran-Norton suggested working with legal counsel prior to working with the county.
- A review of all roads should be completed.
- The future of 115th will need to be discussed in a later meeting.

Adjourn – 3:15pm