

TODD COUNTY BOARD OF COMMISSIONERS

Work Session Agenda

Date: April 19, 2016

Time: To Follow County Board Meeting Aprox. 10:30 a.m.

Meeting to be held at the Historic Courthouse 215 1st Avenue So, Long Prairie, Minnesota

Item #		Approx. Time
1	Long Prairie Packing Possible Land Transfer - Discussion	10:30 a.m.
2	Planning & Zoning - Discussion BOA and PC member appointments – Discussion on recruiting members	10:45 a.m.
3	Review Committee Assignments - Updates on Committees	11:15 a.m.
4	Discussion on Grant Writing for Parks & Trails	11:30 a.m.
5	Discusson on Transfer Station-Poly Ag Bag Recycling	11:40 a.m.
6	Discussion on Coordinator/HR Director	11:55 a.m.

Standing Reports

Adjourn

The County Board Meeting will begin promptly at the prescribed time. The County Board reserves the right to alter the order of the agenda items and the amount of time allowed for an item based on business needs.

Board of Adjustment and Planning Commission Members

The steps and processes for Board of Adjustment and Planning Commission appointments are outlined in Ordinance sections 5.02 and 5.04. These have served the county for many years. It has become more challenging to obtain appointments for these boards and this is also the case in surrounding counties.

One criteria that raises the challenge level is that the appointments must come from specific commissioner districts. Section 5.02B states that *"the five regular members there shall be one residing in each of the five Todd County Commissioner districts."*

There is currently a vacancy in District 3 on the Board of Adjustment and some alternate vacancies. We have used our PC Liaison Gene Irsfeld to fill this position until someone else can be found and to maintain a steady board of 5 members. This is consistent with state statute 394 indicating that at least one BOA member also be a PC member.

Ideas to help fill PC and BOA vacancies:

- 1) Make the liaison to BOA position also a BOA voting member – eliminate the liaison position.
- 2) Seek to have more than one "cross-over positions" to ensure there is always a liaison.
- 3) Allow advertisement of PC and BOA vacancies county-wide with preference given to any individual that applies from the commissioner district with the opening.
- 4) Try #3 on a trial basis for current vacancy – if it works then change ordinance to allow and also to allow combining the boards into one board at some point in the future.

Planning Director would bring any new appointments to a BOC meeting for final approval.

Todd County Planning Commission and Board of Adjustment Appointments

Commissioner Jan 1 - Dec 31	Midpoint	P.C. Member	Term (Dec 31)	Alternate PC Member	Term (Dec 31)	B.O.A Members	Term (Dec 31)
District 1 Barb Becker 2013 - 2016	2014	Laurinda (Rin) Porter	2018	Vacant	2018	Rudy Bjerga	2018
District 2 Gary Kneisl 2015 - 2018	2016	Jim Pratt	2016	Vacant	2016	Steve Gjerstad	2016
District 3 Rod Erickson 2013 - 2016	2014	Lloyd Graves	2018	Tim Harvey	2018	Vacant	2018
District 4 David Kircher 2015 - 2018	2016	Gene Irsfeld	2016	Vacant	2016	Mike Aksamit	2016
District 5 Randy Neumann 2013 - 2016	2014	Mike Wiener	2018	Roger Hendrickson	2018	Bill Berscheit	2018
						Gene Irsfeld – PC Liaison	
	Alternate BOA Members Gene Irsfeld also serves as an alternate – He also serves as a PC member – meeting statute 394. Denny Harder – new appointment starting January 2015 Steve Richter – new appointment starting January 2015						

Revised 1/8/15

State Statute 394 – (in part) ; provided that no elected officer of the county nor any employee of the board of commissioners shall serve as a member of the board of adjustment and that one member of such board of adjustment shall also be a member of any planning commission appointed under the provisions of sections [394.21](#)