



**CITY OF LONG LAKE  
PLANNING COMMISSION MEETING MINUTES  
JANUARY 8, 2013**

**CALL TO ORDER**

The meeting was called to order at 6:32 p.m. by City Administrator Post.

Present: Commission Members Hughes, Jerde, Erickson, and Stephenson; City Administrator, Terry Post; and City Councilmember Skjaret.

Absent: Commission Members Crump and Stephenson.

**APPROVE AGENDA**

*Commissioner Erickson moved to approve the agenda as presented. Commissioner Hughes seconded. Ayes: all.*

**CONSENT AGENDA**

**A. Minutes of the December 11, 2012 Planning Commission Meeting**

Commissioner Erickson referenced a sentence on page three and asked that it be deleted, "~~Commissioner Erickson acknowledged that a speed study should be done.~~"

*Commissioner Erickson moved to approve the Consent Agenda as amended. Commissioner Jerde seconded. Ayes: all.*

**OPEN CORRESPONDENCE**

None.

**NEW BUSINESS**

**A. Discussion of Planning Commission 2013 Appointments**

City Administrator Post noted that the 2013 appointments need to be recommended to the Council for both Chair and Chair Pro-Tem. He advised that he had spoken with Chair Crump and he would like to step down as Chair.

*Commissioner Jerde moved to recommend to the City Council that Commissioner Bob Erickson be appointed as Chair of the Planning Commission for 2013. Commissioner Hughes seconded. Ayes: all.*

*Commissioner Erickson moved to recommend to the City Council that Commissioner Jon Crump be appointed as Chair Pro-tem of the Planning Commission for 2013. Commissioner Hughes seconded. Ayes: all.*

**B. Preliminary Discussion of Planning Commission 2013 Work Plan**

City Administrator Post reported that the City Council will soon be meeting to hold their annual goal setting session for 2013, at which time they may identify the priorities for the Planning Commission for 2013. He acknowledged that the Commission is still working on the issue of downtown parking and questioned if the Commissioners had any other items they would like to work on during the next year.

Commissioner Jerde suggested the investigation of bus shelters and transit in general.

Councilmember Skjaret provided input, noting that the Council will need to review the work plan for the Commission to prioritize any items identified. He suggested that the Commission possibly review the regulations for property hard cover requirements.

City Administrator Post asked that the Commissioners keep Commission work plan items in their minds for the next meeting, at which time the direction of the Council will be known.

**OTHER BUSINESS**

**Council Liaison Report**

Councilmember Skjaret provided an update on recent Council activity, noting that the Council handled a lot of business at the last meeting in December. He advised that an update was received from a Hennepin County Commissioner Callison and provided some County resource usage figures and the increases that have been seen in the past few years. He noted that Hennepin County Commissioner Jeff Johnson is creating a proposal to consolidate 11 Water Management Organizations into three, in an attempt to make regulations more streamlined. He reported that the Council also held a public hearing regarding a road improvement project scheduled for 2013 and the Council then accepted the proposal for design services from WSB. He advised that specifications would be available to review before the City goes out to bid for the project. He hoped that additional Met Council I & I grant funds would be obtained for the project.

Councilmember Skjaret reported that the Council also approved the 2013 budget, levy, and pay plan and advised that this is the third year in a row in which the levy has remained level. He stated that at the first meeting in January the Council made appointments for 2013 for Mayor Pro-Tem as well as for the Commission and other liaisons. He advised that his wife Sally Skjaret was also appointed to the Park Board and noted that there is another vacancy for a three-year assignment and asked that any interested residents apply at City Hall. He confirmed that the Council would be meeting Saturday January 19th to hold their annual goal setting session.

**Commission Member Business**

Commissioner Erickson thanked the other members of the Commission for the recommendation to appoint him as Chair for 2013.

**Staff Business**

City Administrator Post provided information on the additional Met Council I&I grant funds that the City was able to obtain for the street improvement project, which will now make a total of \$123,042 available for the project.

**ADJOURN**

*Commissioner Hughes moved to adjourn the meeting at 6:50 p.m. Commissioner Jerde seconded. Ayes: all.*

Respectfully submitted,

Terry Post  
City Administrator