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December 2, 2019 Minutes
Brookings County Planning & Zoning Commission
December 2, 2019
Brookings City & County Government Center
310 Chambers

Chair Elenkiwich called the meeting to order at 8:10 PM. Commission members present were: Mike Bartley, Kimberly Elenkiwich, Michael McHugh, Tom Davis, Darrell Nelson, Darrel Kleinjan, Chad Ford, Terrell Spence, Randy Jensen and alternate board member Roger Erickson.

Chair Elenkiwich read **agenda item # 2: Approval of minutes from November 5, 2019 meeting.** Darrell Nelson moved to approve the minutes. Mike Bartley second. Chair Elenkiwich called for a voice vote. 9-ayes and 0-nays, motion carried.

Chair Elenkiwich stated, "We are now acting as the Brookings County Planning and Zoning Commission" read the opening statement and **agenda item # 3: Items to be added to agenda by commission members or staff.** a) Luke Muller – update on staff members. b) Robert Hill – nothing to add.

Chair Elenkiwich read **agenda item # 4: Invitation for citizen to schedule time on the commission agenda for an item not listed. Time limited to 5 minutes per person to address the board.** No one scheduled time to address the board.

Chair Elenkiwich read **agenda item # 5: Disclosure of Conflicts of Interest: Relationship(s) to Applicant; or Ex Parte Communication.** None.

Chair Elenkiwich read **agenda item # 6: Approval of Agenda.** Michael Mc Hugh moved to approve the agenda. Chad Ford second. Chair Elenkiwich called for a voice vote. 9-ayes and 0-nays, motion carried.

Chair Elenkiwich read **agenda item # 7: Discussion and review on updating Draft Joint Jurisdiction Zoning Ordinance with First District.** Luke Muller discussed with the board how the joint review with the City Planning Commission would work. Board members discussed: 1) the 50 year time frame related to inhabited dwelling vs. 10 years. 2) Joint Jurisdiction Aquifer area Zone A – no new buildings/structures or additions, no new Confined Animal Feeding Operations, area can be hayed and grazed. 3) Creation of a new board that County Commission would make the appointment from existing board members and

consist of: 1-County Commissioner, 2-County Planning Officials, 1-City Council and 1-City Planner. 4) AU (Animal Units) on small acreages vs actual animal head. 5) Number of residences per quarter/quarter section. Luke Muller noted that he was available to answer any questions via telephone or email.

Chair Elenkiwich read **agenda item # 8: Department Reports**. Chair Elenkiwich asked Mr. Hill for his Directors report. Mr. Hill announced: 1) Randy Jensen, Tom Davis and Roger Erickson had filed and been reappointed to the board. He noted there was still an opening for the alternate position left by Davis becoming a regular member of the board. 2) Richard would be attending a CAFO Workshop on Wednesday, December 11, 2019 in Huron. 3) FEMA was in Brookings to offer assistance to those affected by the September Flooding Event. He encouraged the public to register by phoning: 1-800-621-3362 to report damages. 4) A public assistance meeting with FEMA was taking place on Tuesday, Dec 3, 2019 at 9:00AM for cities and townships that had filed damages from the September event. 5) Radio repeaters were installed and communications were being monitored to improve the service to White and Bruce. Mr. Haugen noted he had nothing to add.

Chair Elenkiwich read **agenda item # 9: Executive Session, if Necessary**. Chair Elenkiwich noted no need for executive session.

Chair Elenkiwich asked for a motion to adjourn. Michael McHugh made a motion to adjourn the meeting.

Chair Elenkiwich adjourned the meeting at 8:40 PM.

Rae Lynn Maher
Brookings County
Development Department.