HITCHCOCK COUNTY PLANNING COMMISSION

September 17th, 2015
Trenton, Nebraska

A meeting of the Hitchcock County Planning Commission was held at the Hitchcock County Courthouse Community Room, 229 East D Street, Trenton, Nebraska on Thursday, September 17th, 2015 commencing at 7:00 p.m. Notice of the meeting was given in advance thereof by publication in the *Hitchcock County News*, the designated method for giving notice. Notice of the meeting was given to the Chair and all members of the Commission. The opening statement was recited by Chair Ladenburger: *It is the policy of the board that the formation of public policy is public business and may not be conducted in secret. The board conducts its business in accordance with the open meeting act.* All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Chair Ladenburger called the meeting to order and requested roll call. Those answering were Dustin Ladenburger, Robert Brown, Aaron Kolbet, Wayne Merrill, Tom Monnahan, and John Rundel. Dustin Webb was absent. Chair declared a quorum present and proceeded with the meeting. Also present was Margaret Pollmann, Recording Secretary.

The minutes of the March 19th, 2015 meeting were reviewed. Rundel moved to waive reading of the minutes and approve the same as submitted. Brown seconded the motion and the following members voted in favor of the motion: Brown, Rundel, Monnahan, Ladenburger, Kolbet, and Rundel. Motion carried.

The Zoning Administrator's report was reviewed.

There was no old business.

Under new business, discussion was held regarding frequency of meetings. The Planning Commission By-laws and Rules of Procedure provide that the commission hold at least one meeting each calendar quarter and that special meetings of the Commission may be called at any time. Chair Ladenburger stated that meeting quarterly with no business to discuss or action to be taken seemed a waste of tax dollars. Chapter 2 Article 1 of the Board of Adjustment by laws were reviewed. This board holds annual reorganizational meetings in January then as necessary throughout the year. It was the consensus of the board that Chair check into what is entailed in amending Chapter 2, Article 1, Section 1, *Number of Meetings* of the Planning Commission's By-Laws and Rules of Procedure. This item will be placed on the November 19th, 2015 meeting agenda for further review and discussion.

There was no general discussion.

The next regular quarterly meeting is scheduled for Thursday, November 19, 2015 at 7:00 p.m.

With no further business before the Commission, Chair Ladenburger adjourned the meeting at 7:25 p.m.

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Wayne Merrill, Secretary Margaret M. Pollmann, Recording Secretary

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Chair Ladenburger called the meeting to order and requested roll call. Those answering were Dustin Ladenburger, Aaron Kolbet, Wayne Merrill, Tom Monnahan, John Rundel and Dustin Webb. Member Robert Brown was absent. Chair declared a quorum present and proceeded with the meeting. Also present was Margaret Pollmann, Recording Secretary.

The minutes of the September 17th, 2015 meeting were reviewed. Member Kolbet moved to waive reading of the minutes and approve the same as submitted. Member Monnahan seconded the motion a unanimous "Aye" vote was cast.

There was no Zoning Administrator's report.

Under old business discussion was held regarding amendments to the current by-laws, specifically Chapter 1, Article 2, Sections 1 and 3 relating to composition of the commission and Chapter 2, Article 1, Section 1 relating to number of meetings. Chair Ladenburger advised that the Board of Commissioners will hold their annual reorganizational meeting on January 4th at which time they will determine the number of members to serve on the planning commission and make appointments accordingly. Discussion held on setting a date certain for an annual meeting or having the reorganizational meeting at the call of the Chair.

The proposed *Hitchcock County Planning Commission Amended By-laws and Rules of Procedure* document referencing proposed changes and/or additions was received by the commission as follows (in part):

CHAPTER 1- BYLAWS

ARTICLE 2 - COMPOSITION OF THE COMMISSION

Section 1- Membership: ~~The Commission shall consist of seven (7) regular members, and may at the discretion of the Hitchcock County Board of Commissioners also include one (1) additional member designated as an alternate who shall attend and vote on the Commission only when a regular member is absent or declares or is declared to have a conflict of interest in any case before the Commission.~~ The Commission shall consist of the number of regular members as determined by the Hitchcock County Board of Commissioners plus one (1) additional member designated as an alternate who shall attend and vote on the Commission only when a regular member is absent or declares or is declared to have a conflict of interest in any case before the Commission. Members shall be appointed by the Hitchcock County Board of Commissioners with due consideration given to distribution of the place of residence of the members. At least one ~~two (2)~~ members shall be recommended by each of the Hitchcock County Commissioners and shall reside within that respective district and the ~~seventh~~ additional member(s) shall be at large. A majority of the members shall be residents of unincorporated areas. The alternate member shall not be included in the makeup of the board when determining whether the members reside in or out of an incorporated area of the county. The alternate member shall reside in the unincorporated area of the county.

CHAPTER 2- RULES OF PROCEDURE

ARTICLE 1- MEETINGS

Section 1- Number of Meetings: ~~The Commission shall hold at least one meeting each calendar quarter.~~ Meetings of the Commission shall be held at the call of the Chairperson of the Commission and at such other times as the Commission determines it is necessary to conduct its affairs, responsibilities and duties. The next meeting date and time shall be set before adjourning. Special meetings of the Commission may be called at any time by the Chairperson or by written notice by any two (2) of the regular Commission members to the Chairperson requesting a meeting. Notice of all meetings shall be posted and/or published in accordance with Nebraska law and County Zoning Regulations. The meeting notice and agenda shall be mailed to the members at least one (1) week prior to the meeting. All meetings of the Commission shall be open to the public and conducted in accordance with applicable "Public Meetings" laws. Executive sessions of the Commission are prohibited unless such session shall deal exclusively with discussion of legal actions against the Commission. No action shall be taken by the Commission during any executive session.

Members reviewed and discussed proposed amendments. Chair Ladenburger explained that once the proposed amendments had been provided to the commission in writing, said amendments could be voted upon at the next scheduled meeting.

There was no new business.

The next meeting was scheduled for Thursday, January 21st, 2016 at 7:00 p.m.

With no further business before the Commission, Chair Ladenburger adjourned the meeting at 7:45 p.m.

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