

**CORRECTED MINUTES** City of Finlayson-Planning and Zoning Commission  
Finlayson City Hall  
Monday, May 6, 2024 6:30 PM  
Organizational Meeting

**Members present:** Dave Auchter, Joe Okun, Dennis Liebelt, Nancy Liebelt, Jeff Flaws, Pastor Nate Konkell, Marge Haefner, Bruce Pogatchnik, Josette Koets. **Excused absent:** Norm Kester

Called to Order at 6:30 PM by Mayor, Dave Auchter who led the Pledge of Allegiance.

Members of the commission were introduced. Open meeting rules were discussed. Roberts Rules of Order will be followed.

Dave Auchter gave a history of the previous Planning and Zoning Commission, handed out packets of the 2004 Comprehensive Plan, Planning Commission Structure and Procedure, LMC Model Policy from the League of MN Cities, Subdivision Ordinance adopted May 21, 2007, and the Zoning Ordinances draft date: April 23, 2007. He discussed possible grants to help with costs of updating the comprehensive plan. Next, he mentioned about an engineering firm that is helping to evaluate the inner structure of the City of Finlayson. We were invited to attend an open house at the Finlayson Community Center to discuss the Finlayson Depot restoration project.

Joe Okun, City Council member, stated that the City of Finlayson was considering hiring a zoning or building administrator in the near future. Several commission members asked question and a discussion was held on priorities.

Members present viewed the current Planning Commission Ordinances and discussed priorities as blight, building permits, a comprehensive plan, subdivision ordinances, and zoning ordinances.

**Terms of each member were determined as followed: (January 1, 2025 start of term\*)**

Marge Haefner - 1 year		voting member
Norm Kester - 1 year		voting member
Josette Koets - 2 year	Assistant Chairperson	voting member
<b>Nancy Liebelt - 3 year</b>	<b>Recorder</b>	<b>voting member*</b>
Rev Nate Konkell - 3 years	Chairperson	voting member
Joe Okun	City Council Representative	non-voting member
<b>Dave Auchter</b>	<b>Mayor</b>	<b>non-voting member *</b>

**Alternates:**

1. Dennis Liebelt	Alternate for Nancy Liebelt, others
2. Bruce Pogatchnik	Alternate
3. Jeff Flaws	Alternate

\*Terms will start January 1, 2025. There will be no half year terms.

Meeting will be held the first Monday of each month at 6:30 pm at Finlayson City Hall.

Lastly, members present looked at area maps, reviewed model bylaws and procedures from LMC and other cities. No public questions or comments.  
Meeting was adjourned at 8:40 p.m.

Next meeting will be June 3, 2024, Finlayson City Hall, at 6:30 p.m. Submitted by: Nancy Liebelt

**\* Corrected at June 3, 2024 meeting: Committee felt to keep it consistent that the name "Recorder" should be changed to Secretary. Motion by Marge Haefner, seconded by Josette Koets. Motion carried unanimously.**

- Dave Auchter, Mayor, is not a member of the Planning and Zoning Commission. He is a resource to this newly organized group. Corrected accordingly.**