

MINUTES OF THE LINCOLN COUNTY PLANNING COMMISSION

May 15, 2017

COUNTY PLANNING COMMISSION MEMBERS PRESENT: Monty Derausseau, Ron Larson, Darwin Sogn, Gary Pashby, Ron Albers, Tyler Klatt, and Jim Schmidt (arrived at 7:10)

STAFF PRESENT: Toby Brown and Joan Doss - County Planning Jon Peters – County GIS

PUBLIC PRESENT: Ben DeLay, Ted & Molly Norling, Troy Anderson, Pat Anderson, Don Anderson, AJ Swanson, Victoria Cleux Houe, Marlene Gannon, Jim & Fonda Hawkins, Bill & Susie Truman, Becky James, Daniel Horsted, Linda Anderson, Bob Anderson, Dan Lemme, Blake Hoffman, Kurt Huisken, Claudia Stenson, Cindy McKittrick, Jackie Thomas, Angela Clark, Melissa Bruns, Bret & Marie Merkle, Wes Van Easen, Ben Fahlberg & Family, Jeff Koops, Valerie Anderson, Cheryl Moe, Tony & Lisa LaMeer, Shane & Jennifer Leininger, Kaia Kloster, Robert & Cindy Woolam, Chad Javers, Brent Hendrickson, Mike Pederson, Peter Fahlberg, Donald Dahlin, Jean Riley, Troy Stenga, Chad Hebert, and Winnie Peterson

The meeting was chaired by Monty Derausseau

1. CALL TO ORDER AND ROLL CALL

The regular meeting of the Lincoln County Planning Commission was brought to order on May 15, 2017 at 7:00pm in the Commission Meeting Room of the Lincoln County Courthouse by Chairman Derausseau.

2. APPROVAL OF APRIL 17, 2017 MINUTES

A motion to approve the April 17, 2017 minutes was made by Pashby and seconded by Larson. The motion passed unanimously.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Albers and seconded by Klatt. The motion passed unanimously.

Commissioner Schmidt arrived at 7:10pm.

- 4. REZONING 16-REZ-010:** Request for review and recommendation for approval to the Board of County Commissioners of a Rezoning application from A-1 Agricultural District to PD Planned Development District. The application is for a portion of the property legally described as the Southeast quarter (SE1/4) except Messners Addition and McNeils Tracts and Wetlands Easements of Section 5, Township 99 North, Range 50 West of the 5th Principal Meridian, Lincoln County, South Dakota.

Petitioner: Hope Harbor

Owner: John H Harr Family Trust

Location: Approx. 1/2 mile South of the intersection of 273rd St and 472nd Ave – Harrisburg

Staff Analysis:

The petitioner has submitted a request to rezone a portion (approximately 10 acres) of a 126.080-acre property from the A-1 Agricultural District to the PD Planned Development District. The petitioner indicated on the application that the purpose is to build three single-family residential structures for use as group homes.

- A. This request is to change the zone of approximately 10 acres from A-1 Agricultural to PD Planned Development.
- B. The site is within the municipal platting jurisdiction of the City of Harrisburg. Through the platting process, the City of Harrisburg will coordinate the proper planning and construction of street, utility and drainage systems on the site.
- C. The site is designated Agriculture Area on the Future Land Use Map and is within the City's recently adopted Major Street Plan/Municipal Platting Jurisdiction but is outside of the growth areas identified by the City's current Comprehensive Plan. For this reason, it is not identified as an Urban Expansion Area on the Lincoln County Future Land Use Map.
- D. The property is currently utilized for limited agricultural purposes, specifically crop production. There is strip development along the entire parcel.
- E. The Planned Development District is intended to provide petitioners with flexibility from conventional zoning districts while at the same time increasing the public review of development proposals. Planned

Developments outline proposed uses within the specific district and how development will occur. The guidelines for a planned development are to be agreed upon by the County and the petitioner.

- F. The project meets the objectives for a planned development.
- G. The Hope Harbor Planned Development District would be as follows:

10.0605 Hope Harbor Planned Development District. The regulations set forth herein or elsewhere are based upon the 2009 Revised Zoning Ordinance for Lincoln County (Ordinance No. 09-04-05) and the City of Harrisburg Zoning Regulations (Ordinance No. 2016-08) or as amended are the district regulations in the Hope Harbor Planned Development District.

- A. Uses Permitted. A building or premises shall be permitted to be used for the following purposes.
Permitted uses and conditional uses of the R-2 Low Density Residential District (City of Harrisburg Zoning Regulations - Ordinance No. 2016-08 or as amended).
- B. Accessory Uses. Accessory uses and buildings permitted are those detached accessory buildings and uses customarily incident to any permitted use in the district.
- C. Parking Regulations. Parking shall be regulated in conformance with the provisions of the RR zoning district.
- D. Sign Regulations. Signs shall be regulated in conformance with the provisions of the RR zoning district.
- E. Density, Area, Yard and Height Regulations. The same requirements shall apply as in the RR zoning district.
- F. Other Regulations. Other regulations shall be:
 - 1. The density shall not exceed three (3) single-family detached dwelling units and no individual platted lots, unless in compliance with the City of Harrisburg Subdivision Regulations.
 - 2. Any group home shall be established and not modified in a manner that would make it inconsistent with the scale and architectural character of a typical single-family detached dwelling unit.
 - 3. Any group home shall be adequate to accommodate the number of residents requested including but not limited to adequate bathroom and kitchen facilities and eating and sleeping areas.
 - 4. If applicable, group home design, operating, and licensing requirements of appropriate state and federal agencies must be met.
 - 5. Building plans shall be sealed by a South Dakota licensed design professional.
 - 6. All building plans and site plans shall be reviewed by the City of Harrisburg prior to the issuance of building permits by Lincoln County.

Staff Recommendation: Based upon the information and materials provided by the applicant and the staff analysis in the staff report, staff supports Rezoning 16-REZ-010. Therefore, staff recommends that the Planning Commission find that:

- 1. The proposed rezoning does promote implementation of the 2025 Comprehensive Plan.
- 2. The proposed rezoning is compatible with existing surrounding land uses and the land uses envisioned in the 2025 Comprehensive Plan.
- 3. The proposed rezoning does promote the purposes of the 2009 Revised Zoning Ordinance for Lincoln County as stated in Section 1.02.
- 4. The proposed rezoning request was distributed for comments to the City of Harrisburg and no concerns were noted.

Public Comment:

Toby Brown presented the staff report and noted this application had originally been submitted back in October 2016 to rezone 27 acres. He noted the land was within the Harrisburg platting jurisdiction, but not within the Urban Expansion area in the Comprehensive Plan. He also noted staff preferred the planned development course of action instead of a simple rezone to further define appropriate uses for the land. At the beginning of the process, the state informed staff that this use could be defined as a school or a group home. Staff decided to use the “group home” definition to allow for public comment. Klatt asked why the Harrisburg Planning Commission recommended denial. Toby noted they did not give a specific reason but there were neighbor concerns.

Cindy McKittrick and Claudia Stenson, representing Hope Harbor, summarized the proposal’s details. The organization would be a Christian home for boys aged 13-17. The home would include onsite schooling,

counseling, and life skills training. The organization does not accept residents that have chemical dependency. They noted the current facility in Marshall, MN only accepts girls, and they have had a vast number of inquiries for help with boys. The home would have 24-hour awake staff to supervise the residents. Albers asked how many residents would be in a house. Claudia noted 6 would be the preferred limit, but they would have room for up to 9 residents in each house, up to 3 in each bedroom. Cindy noted they would first build one house and in the event of long wait list, they would then build the second and possibly third house. Cindy also noted the residents do not have access to internet or cell phones. Schmidt asked about their screening process for staff. Claudia noted they would have a full time, licensed teacher, and licensed counselor. For residents, families fill out an application and there is an interview with the family and adolescent. Schmidt also asked about security. Claudia noted they are not a lock-down facility but all doors and windows have alarms. Law enforcement would be called immediately if a resident leaves without a staff member. Pashby asked many questions about how the business is licensed and operates. Claudia noted all staff will be properly licensed, and the hope is to have 100% male staff to work with the male residents. She also noted there would be one house staff for every 6 residents as outlined in accepted best practices for operation. She continued to say the program is, on average, 12 months long, but some residents remain in the program for longer. Cindy clarified that it is a 100% voluntary program, and the organization doesn't have to accept anyone, but those that are accepted are in the program because they realize they need help. Pashby also asked about the relationship with Harr-Lemme Development. Claudia noted they had donated the land.

Commissioner Derosseau asked for public comment in favor of the application.

Dan Lemme noted the John Harr Trust indicated that they would donate the land for this type of use. He also noted that the facility is not inside city limits because of the possible distractions within a city setting. They also did not want to be too far away from a city center because of emergency services.

Kaia Kloster noted she felt there is a need for a facility like this in the county, and noted Hope Harbor has strong community roots, and is a positive influence on the residents and community.

Angela Clark, noted she was one of the first graduates of the Hope Harbor program in Marshall, MN, and attested that the program changed her life and allowed her have a life she never knew she could have.

Tony LaMeer noted his daughter graduated the program and that they are not a broken family, and was thankful she was able to get the help she needed.

Wes Van Easen noted he was a retired staff member of a treatment center in Woodstock and that there are always concerns of safety. Once the facility is up and running he was sure the community would see that the organization was not something to fear, just like how the community in Woodstock ended up being welcoming.

Donald Delean noted he believes this is a needed resource because legal troubles begin where there is no place to turn for help with early intervention.

Jean Riley noted from a medical background she could attest that this would be a great benefit to the community.

Hearing no further comments, Derosseau asked for comments opposed to the application.

AJ Swanson handed out copies of a petition with 33 signatures of nearby landowners against the application. He continued to note it is not the right place for it because the land and surrounding area is not really urban, suburban, or rural. He also noted a similar use about 5 miles from Worthing had been denied. Pashby asked how far they went away from the parcel to gather signatures. AJ noted about 1 ½ miles.

Bill Truman noted concerns about property values.

Troy Stenga noted future homebuyers will be discouraged to purchase his land if a group home is nearby.

Jim Hawkins noted it would be a great service, but is concerned about safety.

Sean Kaufman was concerned the organization did not have prior experience caring for boys.

Marleen Gannon was concerned about the bridge to the north, would not be able to handle the construction traffic. She also noted she is a member of the church to the south and they did not want to share a driveway.

Brent Hendrickson was concerned about possible violence.

Bret Merkle noted the organization does great work but was concerned about safety.

Cindy Woolman also noted concerns about safety and security.

Hearing no further comments, Derausseau closed the floor to the public.

Discussion:

Commissioner Schmidt noted when the Tallgrass Treatment facility was permitted there were similar concerns from the neighbors, but there have never been issues. He also noted he sees the need for early intervention and doubts this would affect property values. He concluded by saying he was still digesting the information and might not vote tonight.

Klatt asked if this would be approved if Harrisburg would still need to approve plans even though they recommended denial. Toby noted yes, they would approve plans, and if the commission feels there are additional stipulations to add, they can certainly add them before voting.

Action:

A motion was made by Klatt, and seconded by Schmidt to recommend approval of Rezoning 16-010. The motion failed 1-6.

Pashby commended the Hope Harbor group but noted he felt it was not the appropriate site, and he was worried about safety and security.

A second motion was made by Pashby and seconded by Sogn to recommend denial of Rezoning 16-010. The motion passed 5-1-1, with Klatt dissenting and Schmidt abstaining.

Rezoning 16-REZ-010 – Recommend Denial

5. **CONDITIONAL USE PERMIT 17-CUP-008:** Request for review and approval of a Conditional Use Permit application to exceed 20,000 square feet of total warehouse/self-storage building area – requesting 57,500 on the property. The property is legally described as Lot 4 in Block 4 of La Valley Business Park Addition in the Northwest quarter (NW1/4) of Section 5, Township 99 North, Range 50 West of the 5th Principal Meridian, Lincoln County, South Dakota.

Petitioner: Jon and Matt Maras

Owner: Harrisburg RV

Location: 47121 Homefield Place – Harrisburg

Staff Analysis:

The property is located at 47121 Homefield Place, and is within the LaValley Business Park Subdivision. The petitioner is proposing to construct an additional 38,000 square feet of warehousing/storage units on the property. The additional square footage would consist of 96 storage units. The total square footage of warehouse/storage space on the lot would equal 121 units within 57,500 square feet.

- A. The impact of the proposed use on adjacent properties shall be a major consideration. The proposed use should be generally compatible with adjacent properties and other properties in the district.**

Applicant Response: “Within the I-1 Light Industrial district, surrounding use is similar.”

- B. Measures shall be taken to ensure that the proposed use does not alter the general character of the area or neighborhood.**

Applicant Response: “Warehousing is allowed by conditional use.”

- C. The effects of noise, odor, traffic, air and water pollution, and other negative factors shall be eliminated or controlled through the use of screening, setbacks, and orientation.**

Applicant Response: “None anticipated.”

Staff Recommendation: Based upon the analysis/findings listed in the staff report and the testimony heard, I move that the Planning Commission approve the proposed conditional use permit with the following conditions:

1. A new floodplain development permit is required prior to any further development on the property.
2. A building permit from Lincoln County is required prior to construction of the proposed buildings.

3. There shall be no outdoor storage areas.
4. No business shall be allowed to operate out of the warehouse/self-storage.

Public Comment:

Toby Brown presented the staff report and noted Matt Maras noted that this would be Phase 2 of the project to increase the number of storage unite by 50.

Commissioner Derausseau asked for public comments, hearing none Derausseau closed the floor to the public.

Discussion:

None

Action:

A motion was made by Albers, and seconded by Larson to approve of Conditional Use 17-008. The motion passed unanimously.

Conditional Use Permit 17-CUP-008 - Approved

The planning commission took a brief recess.

6. **CONDITIONAL USE PERMIT 17-CUP-009:** Request for review and approval of a Conditional Use Permit application to construct and operate one new total confinement swine finishing facility capable of holding 2,400 finishing pigs (Class C). The application is for a portion of property legally described as the South half (S1/2) of the Southeast quarter (SE1/4) of Section 27, Township 96 North, Range 51 West of the 5th Principal Meridian, Lincoln County, South Dakota.

Petitioner: Ben Fahlberg

Owner: John Fahlberg

Location: Approx. 1/2 mile West of intersection 296th St and 468th Ave, North side – Beresford

Staff Analysis:

The proposal is to construct one 393' x 50' swine finishing barn. The facility will be designed for 2,400 swine larger than 55 pounds. The facility will be under the threshold for a required state permit, but will have to comply with the provisions and requirements of the 2009 Revised Zoning Ordinance for Lincoln County.

- A. **The impact of the proposed use on adjacent properties shall be a major consideration. The proposed use should be generally compatible with adjacent properties and other properties in the district.**

Applicant Response: "Proposed barn site is in between a dairy barn and a cattle operation in rural Lincoln County. Surrounded by farm land."

Additional Staff Comments: The proposed location is within the A-1 Agricultural zoning district. The proposed location is within a predominantly agricultural area with scattered farmsteads. The site meets the required setbacks for the size of the facility, and the closest dwelling is over 2,600 feet to the southeast. As mentioned previously, the petitioner submitted documentation from the South Dakota Odor Footprint Tool (SDOFT) that shows all dwellings are beyond the 98% annoyance free area. Since the surrounding area is primarily agricultural land uses, the proposed CAFO will have little effect on current use and enjoyment of surrounding properties. The proposal appears to be typical of feedlot developments within the County sand there exist no extraordinary circumstances regarding the project.

- B. **Measures shall be taken to ensure that the proposed use does not alter the general character of the area or neighborhood.**

Applicant Response: "There are other livestock facilities in the area. We farm 480 acres in the area as well."

Additional Staff Comments: The predominant land use in the area is agricultural production. The facility design appears to be typical of feedlot development within the county. There is potential for further development of agricultural uses, such as CAFOs, and residential uses in farmsteads and acreages. The land use of a CAFO will unlikely affect further agricultural development in the area. Future residential development will be required to have the Right-to-Farm Covenant placed on the deed prior to construction of a dwelling. The proposal locates an agricultural use within an existing agricultural area, thereby avoiding the mixing of uses which may result in potential land use conflict.

C. The effects of noise, odor, traffic, air and water pollution, and other negative factors shall be eliminated or controlled through the use of screening, setbacks, and orientation.

Applicant Response: "Engineered building to minimize noise and air pollution. Pit additive will be used to control odor and insects. Closet neighbor is 2,662 feet away."

Additional Staff Comments: The petitioner is requesting a new CAFO. The inherent nature of a CAFO like this has the potential to create nuisances if not managed properly. This is especially true for odor, fumes and dust. The petitioner has submitted management plans and site plans to aid in reducing nuisances. The proposal will meet the applicable county standards for manure handling and management. Anything included in the narrative and site plan will be expected to be carried out. In addition, the Planning Commission has the ability to add conditions if they feel the petitioner's plans and staff recommendations are inadequate to mitigate nuisances.

Staff Recommendation:

1. That the total confinement barn shall be located on a single, legally described parcel consisting of a minimum of three (3) contiguous acres.
2. That the total confinement barn shall be limited to 2,499 finishing pigs (Class C CAFO).
3. That all building and waste storage facility plans associated with the concentrated animal feeding operation shall be approved by an engineer that is licensed in the state of South Dakota. (Per Section 12.09(D) of the 2009 Revised Zoning Ordinance)
4. That all waste applied to farm fields must be knifed or injected into soil. (Per Section 12.09(D)(3) of the 2009 Revised Zoning Ordinance)
5. That all manure application records, soil analysis, and manure analysis shall be retained on file for a period of at least three (3) years, and shall be available to the Planning and Zoning Department upon request.
6. That the Waste (Nutrient) Management Plan must be updated annually, be retained on file for a period of at least three (3) years, and shall be available to the Planning and Zoning Department upon request.
7. That adequate measures shall be taken to minimize or control offensive odor, fumes, dust, noise, or vibrations so that none of these will constitute a nuisance.
8. That additional fly control shall be addressed with pesticides when necessary.
9. That landscaping be installed after the completion of construction on the north side of the total confinement barn and that all exposed earthen surfaces be seeded into grass or utilized as crop acreage.
10. That Planning and Zoning Department Staff may enter onto the premises at reasonable times and in a reasonable manner to ensure the permit holder is in compliance with the conditions and all other applicable statutes, rules and ordinances.
11. That the conditional use permit will be periodically reviewed by the Planning and Zoning Department to assure compliance with the permit and permit conditions.
12. Test boring location and test boring results be furnished prior to issuance of a building permit.

Public Comment:

Toby Brown presented the staff report, and noted there are other dairy and swine facilities in the near vicinity.

Ben Fahlberg noted that he will continue farming full time and he has hopes that his kids will be 6th generation farmers and take over the farm in the future. Larson asked if this would be the same as the other barn. Ben noted it would be mostly the same but have a different load-out. Sogn asked if the family owns the land. Ben noted that yes, the family owns the land, and the manure would only be hauled only about 1 mile away. Pashby asked if his current facility had any complaints. Ben noted that Pat Anderson had complained about odor but he worked with him to plant trees and mitigate the issues. Pashby asked if the pit additives actually work to reduce odors. Ben noted that the additives prevent a crust forming which prevent flies, and that he has been in a barn that had automatic dispensing and when one side broke down, he could smell the difference.

Commissioner Drousseau asked for public comments in favor of the application.

Jeff Koops noted that he wrote the nutrient management plan and that all land used for manure application is within 2 miles. He also noted that Ben has been diligent with soil samples to measure nutrients. He continued by saying that the site has setbacks to dwellings nearly twice what the ordinance requires.

Peter Fahlberg noted that he is Ben's father and thinks the area is a good fit for land available nearby.

Hearing no further comments, Derausseau asked for comments opposed to the application.

Ben Delay noted he lives about a half mile away and doesn't think its fair that Ben would not be living on site. He also noted that he contacted a few neighbors around the other site and the neighbors said it smelled terrible, and feels that the site isn't managed properly.

Chad Hebert noted he has an auto detailing business nearby and is worried about the dust, and feels it is unfair that Ben would not be living on site.

Troy Anderson claimed that the CAFO would intensify his allergies.

Valerie Anderson noted that she believes the CAFO would exacerbate her child's allergies and asthma.

Ted Norling noted that his wife runs a daycare and that the CAFO is supposed to be ½ mile away from a business.

Mike Pederson claimed that the pit additive only makes it easy for the manure to be pumped out, and that when the ordinance was created swine CAFOs were not a problem in the county, but he feels that the ordinance needs to be stricter. He also noted that they should not be able to vote until they have visited a swine operation.

Donald Dahlin noted concerns of property values.

Pat Anderson said that his current site smells awful and will be selling his property.

Ben Falhberg clarified some claims. He noted that Troy Anderson is over 1 mile away, and he had told neighbors that if they had any issues with the smell that he would help plant trees.

Hearing no further comments, Derausseau closed the floor to the public.

Discussion:

None

Action:

A motion was made by Albers and seconded by Larson to recommend approval Conditional Use Permit 17-009. The motion passed unanimously.

Conditional Use Permit 17-CUP-009 - Approved

7. **CONDITIONAL USE PERMIT 17-CUP-010:** Request for review and approval of a Conditional Use Permit application to construct and operate a contractor's shop and storage yard. The property is legally described as Tract 30 of Southwest Industrial Park in the Northeast quarter (NE1/4) of the Southeast quarter (SE1/4) of Section 24, Township 100 North, Range 51 West of the 5th Principal Meridian, Lincoln County, South Dakota.

Petitioner: Chad Javers

Owner: Southwest Commercial Development – Nick Bahr

Location: 27057 Sunrise Ave – Sioux Falls

Staff Analysis:

The property is located at 27057 Sunrise Avenue, Sioux Falls and is within the Southwest Industrial Park. The petitioner is proposing construction and operation of contractor's shop for a lawn care business (12,000 square feet). The proposal includes outdoor storage.

- A. The impact of the proposed use on adjacent properties shall be a major consideration. The proposed use should be generally compatible with adjacent properties and other properties in the district.**

Applicant Response: "All surrounding lots are zoned LI or C and are similar uses."

Additional Staff Comments: The Southwest Industrial park is comprised of Light Industrial properties and is near the commercially zoned Kerslake Addition, commercially zoned Sky Haven Heights, and the recently proposed Bakker Landing Planned Development.

- B. Measures shall be taken to ensure that the proposed use does not alter the general character of the area or neighborhood.**

Applicant Response: "The building we are proposing is similar in size and style to the surrounding area."

Additional Staff Comments: None

- C. The effects of noise, odor, traffic, air and water pollution, and other negative factors shall be eliminated or controlled through the use of screening, setbacks, and orientation.**

Applicant Response: “There should not be any smells or noise outside of the storage yard and maintenance shop.”

Additional Staff Comments: The proposed use is compatible with surrounding land uses, and if maintained properly will not substantially produce any negative factors.

Staff Recommendation:

1. The lot shall adhere to the site plan as approved by the City of Tea.
2. Engineered building plans shall be required prior to building permit approval.
3. A building permit from Lincoln County shall be required prior to construction.
4. If at any time the business ceases to exist, or changes ownership, the owner shall notify Lincoln County Planning and Zoning.

Public Comment:

Toby Brown presented the staff report. Chad Javers noted the project is for Madison Lawn Care.

Commissioner Drousseau asked for public comments. Hearing none, he closed the floor to the public.

Discussion:

None

Action:

A motion was made by Pashby and seconded by Klatt to approve Conditional Use Permit 17-010 with the conditions as recommended. The motion passed 6-0-1 with Schmidt absent for the vote.

Conditional Use Permit 17-CUP-010 - Approved

8. OTHER MATTERS TO BE REVIEWED BY THE PLANNING COMMISSION - None

9. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA

- a. Correspondence received – None
- b. Comments from Planning Commission members – None
- c. Comments from the audience –
Winnie Peterson, We-Care, distributed information about decommissioning, illumination, and a definition for dwelling.
Becky James addressed the importance of the decommissioning of wind turbines.

10. REPORT OF LINCOLN COUNTY BOARD OF COMMISSIONERS’ REPRESENTATION

Toby noted that Commission has adopted the WECS noise and setback amendments. The noise regulations are in effect, and the setbacks are still on a waiting period before it would take effect on June 1, 2017

11. NEW BUSINESS –

- a. Commercial Wind Energy Conversion Systems (WECS) Text Amendments – Section 12.02(C)(3), Illumination and Security, and Section 12.02(C)(9), Decommissioning/ Restoration/Abandonment
Toby gave an overview of what staff has worked on, and proposed discussing the drafts next month at a special meeting. The Planning Commission decided that instead of a special meeting, the next regular meeting will begin at 6:00pm on June 19, 2017 with a work session.

12. ADJOURNMENT

Motion to adjourn at 10:15pm was made by Klatt and seconded by Albers. The motion passed unanimously.

Respectfully submitted,
Joan Doss
Planner