

**City of Gem Lake
Planning Commission Meeting – November 14, 2023
Meeting Minutes**

Planning Commission Chair Joshua Patrick called the meeting to order at 7:00 p.m. Commission Members Art Pratt, Stephanie Farrell and Don Cummings were present. Not present was Derek Wippich. Also present: City Planner Evan Monson, City Attorney Kevin Beck and Acting City Clerk Melissa Lawrence.

November 14, 2023

A motion was made by Commissioner Pratt to accept the agenda, seconded by Commissioner Farrell. Voice vote taken, all voted yes, motion passes, agenda accepted.

Minutes

Commissioner Cummings requested that a section of the minutes on page 2 be edited to state that the City should be concerned, not that he is only concerned about agricultural use in a residential area.

A motion was made by Commissioner Pratt to approve the August 9, 2023, Planning Commission Meeting minutes with the suggested changes, seconded by Commissioner Cummings. Voice vote taken, all voted yes, motion passes, minutes are approved.

Public Hearings

None

Old Business

Ordinance No. 45 Garbage and Refuse Discussion and Survey Results

City Planner Evan Monson gave the Commission an overview of the results from the Garbage Hauler survey Acting City Clerk Melissa Lawrence sent out to all residents and business owners in Gem Lake. 206 residential surveys and 24 commercial surveys were sent out. The city received 66 responses from residences, and 11 responses from businesses. This equates to a response rate of 32% for resident surveys, and 46% for commercial surveys. The survey asked respondents to answer the following questions: name and address, their current hauler, satisfaction rating of their service (Extremely Satisfied, Somewhat Satisfied, Neither Satisfied nor Dissatisfied, Somewhat Dissatisfied, and Extremely Dissatisfied), approximate monthly cost, and whether the respondent thought the city should contract garbage hauling services in the future.

Responses to the survey are attached in a memo and PowerPoint presentation from City Planner Evan Monson. Per Mr. Monson, given the split in opinion, the commissioners may want to forward the information to the City Council to see what direction the Council would like to move in with regards to contracting for hauling services. The commission can review other changes to make to Ordinance 45 in the meantime. Per Acting City Clerk Melissa Lawrence, the survey results discussion has already been added to the City Council agenda for November 21, 2023.

Commissioner Cummings shared some topics he thinks the Commission should address in the current ordinance which include language on the maximum size of containers allowed in the city, placement of containers and the visibility/screening of the containers.

Commissioner Patrick would like to wait and see what the City Council suggests regarding the results of the survey before the Commission takes a deep dive into the current ordinance.

The Commission will continue to look at the ordinance to discuss at a future meeting.

New Business

2024 Meeting Calendar

Commissioner Patrick surveyed the Commission, City Attorney, and City Planner to see if the second Tuesday of each month still works for everyone's schedule. At this time that meeting schedule works for everyone. If an election happens to fall on that Tuesday, the Commission is ok with pushing the meeting one day or holding it in the small conference room.

Open Items for Commission Members to Bring Up

None

Future Meetings

City Council Meeting, Tuesday, November 21, 2023 at Heritage Hall, and Planning Commission Meeting, Tuesday, December 12, 2023 at Heritage Hall is CANCELED.

Attendance Inquiry

Commissioner Chair Patrick surveyed the Commission to see if any of the members would have any issues attending the January 9, 2024 meeting. At this time those in attendance have no scheduling conflicts.

Adjournment

Being there no further business, following a motion from Commissioner Pratt, seconded by Commissioner Farrell, the meeting adjourned at 7:33 p.m.

Respectfully submitted, Melissa Lawrence