

**City of Gem Lake  
Planning Commission Meeting – January 9, 2024  
Meeting Minutes**

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

**January 9, 2024**

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

**Minutes**

A motion was made by Commissioner Pratt to approve the November 14, 2023, Planning Commission Meeting minutes, 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**

Commission Chair Joshua Patrick looked to City Attorney Kevin Beck and Acting City Clerk Melissa Lawrence to give an overview of the Council's feelings on the garbage survey results and the next steps the Council wanted the Commission to take.

Both the City Attorney and Acting City clerk agreed that the Council is not seeking any radical restructure at this time and would like the Commission to continue to update the current ordinance as it is 30 years old. Commissioner Cummings interpreted the Council's response the same way.

The Commission would like to suggest to the Council that City Planner Evan Monson or Acting City Clerk Melissa Lawrence request bids to see what it would cost if the City decided to contract out a garbage hauler. Resident Tom Hoffman voiced his opinion on the topic and feels that this doesn't need to be another thing that the government need to regulate and has heard from many of his neighbors that they would not be in favor of a city contracted garbage hauler. Once bids are received the city may want to send out another survey getting feedback from the residents once they see what it could cost if the city does contract out to one hauler.

City Planner Evan Monson has found some language that could be updated but is seeking feedback from the commission as he does not live in the city. The suggestions made at the November 14, 2023 meeting are still some areas that the commission would like addressed. The Commission will continue to look through the ordinance and see if there are any other suggestions.

**New Business**

**Gem Lake Tree Policy Discussion**

The Commission reviewed the current city policy. The current policy only covers what the city is responsible for and doesn't address how dead, dying, or diseased trees should be handled on private property. The Commission doesn't think anything should be added to the current policy and that changes shouldn't necessarily be made to ordinances. City Attorney Kevin Beck suggested that the city add a quick FAQ page on the city website to address possible situations and include a list of arborists like other cities and towns do. The Commission thinks this would be a great next step.

**Open Items for Commission Members to Bring Up**

Commissioner Cummings brought up when Barnett attended a past Commission meeting and that it was good to hear from them about their plans. Since then, Commissioner Cummings shared that it would be wise to keep AutoNation Ford in mind for a possible remodel in the near future and think about how these requests will affect Gem Lake's current zoning ordinance and Comprehensive Plan.

**Future Meetings**

City Council Meeting, Tuesday, January 16, 2024 at Heritage Hall, and Planning Commission Meeting, Tuesday, February 13, 2024 at Heritage Hall.

**Attendance Inquiry**

Commissioner Chair Patrick surveyed the Commission to see if any of the members would have any issues attending the February 13, 2024 meeting. At this time those in attendance have no scheduling conflicts.

**Adjournment**

Being there no further business, following a motion from Commissioner Cummings, seconded by Commissioner Pratt, the meeting adjourned at 7:45 p.m.

*Respectfully submitted, Melissa Lawrence*