



Partnership Business Meeting

January 20, 2022 at 7:30 a.m.

- www.RegionalPlanningPartnership.org
- RegionalPlanningPartnership@gmail.com
- [Partnership and Staff Roster](#)

- In-person meeting will be held at Sherburne County Government Center - County Board Room, 13880 Business Center Drive, Elk River 55330
- To join the meeting from a computer, click [here](#); to join by phone: **+1-510-338-9438**, meeting number (access code): **2551 600 4543**, meeting password: 7HGvPMaRY95 (74487627 from phones)

TOPIC	ACTION	LEAD																											
Routine Business	Action	Lead																											
<p>1. Welcome and call to order (Link: Presentation)</p> <p>2. Introductions/roll call for both in-person and online (sign-in sheet as relevant)</p> <p>a. <u>Members Present (in person or remotely):</u></p> <table border="1"> <tbody> <tr> <td>Becker, City</td> <td><input checked="" type="checkbox"/> Tracy Bertram (P) <input checked="" type="checkbox"/> Rick Hendrickson (A)</td> <td><input type="checkbox"/> Greg Pruzinske (Admin) <input checked="" type="checkbox"/> Jacob Sanders (LT)</td> </tr> <tr> <td>Becker Township</td> <td><input checked="" type="checkbox"/> Brian Kolbinger (P)</td> <td><input type="checkbox"/> Brad Wilkening (A)</td> </tr> <tr> <td>Big Lake, City</td> <td><input type="checkbox"/> Paul Seefeld (P) <input type="checkbox"/> Kim Noding (A)</td> <td><input type="checkbox"/> Clay Wilfahrt (Admin) <input type="checkbox"/> Lucinda Meyers (LT)</td> </tr> <tr> <td>Big Lake Township</td> <td><input checked="" type="checkbox"/> Dean Brenteson (P)</td> <td><input type="checkbox"/> Larry Alford (A)</td> </tr> <tr> <td>Monticello, City</td> <td><input checked="" type="checkbox"/> Lloyd Hilgart (P) <input type="checkbox"/> Charlotte Gabler (A)</td> <td><input checked="" type="checkbox"/> Rachel Leonard (Admin) <input type="checkbox"/> Angela Schumann (LT)</td> </tr> <tr> <td>Monticello Township</td> <td><input checked="" type="checkbox"/> Bob Idziorek (P)</td> <td><input checked="" type="checkbox"/> Shannon Bye (A)</td> </tr> <tr> <td>Sherburne County</td> <td><input checked="" type="checkbox"/> Tim Dolan (P) <input checked="" type="checkbox"/> Raeanne Danielowski (A)</td> <td><input checked="" type="checkbox"/> Dan Weber (Admin) <input checked="" type="checkbox"/> Marc Schneider (LT)</td> </tr> <tr> <td>Silver Creek Township</td> <td><input checked="" type="checkbox"/> Barry Heikkinen (P)</td> <td><input type="checkbox"/> Chris Klein (A)</td> </tr> <tr> <td>Wright County</td> <td><input checked="" type="checkbox"/> Darek Vetsch (P) <input type="checkbox"/> Mark Daleiden (A)</td> <td><input checked="" type="checkbox"/> Lee Kelly (Admin) <input type="checkbox"/> Barry Rhineberger (LT)</td> </tr> </tbody> </table> <p>b. <u>Others Present (in person or remotely)</u></p> <p>i. Consultants, staff: Anne Carroll, Bill Kemp</p> <p>ii. Jeff O'Neill (City of Becker), Marie Pflipsen (City of Becker)</p>	Becker, City	<input checked="" type="checkbox"/> Tracy Bertram (P) <input checked="" type="checkbox"/> Rick Hendrickson (A)	<input type="checkbox"/> Greg Pruzinske (Admin) <input checked="" type="checkbox"/> Jacob Sanders (LT)	Becker Township	<input checked="" type="checkbox"/> Brian Kolbinger (P)	<input type="checkbox"/> Brad Wilkening (A)	Big Lake, City	<input type="checkbox"/> Paul Seefeld (P) <input type="checkbox"/> Kim Noding (A)	<input type="checkbox"/> Clay Wilfahrt (Admin) <input type="checkbox"/> Lucinda Meyers (LT)	Big Lake Township	<input checked="" type="checkbox"/> Dean Brenteson (P)	<input type="checkbox"/> Larry Alford (A)	Monticello, City	<input checked="" type="checkbox"/> Lloyd Hilgart (P) <input type="checkbox"/> Charlotte Gabler (A)	<input checked="" type="checkbox"/> Rachel Leonard (Admin) <input type="checkbox"/> Angela Schumann (LT)	Monticello Township	<input checked="" type="checkbox"/> Bob Idziorek (P)	<input checked="" type="checkbox"/> Shannon Bye (A)	Sherburne County	<input checked="" type="checkbox"/> Tim Dolan (P) <input checked="" type="checkbox"/> Raeanne Danielowski (A)	<input checked="" type="checkbox"/> Dan Weber (Admin) <input checked="" type="checkbox"/> Marc Schneider (LT)	Silver Creek Township	<input checked="" type="checkbox"/> Barry Heikkinen (P)	<input type="checkbox"/> Chris Klein (A)	Wright County	<input checked="" type="checkbox"/> Darek Vetsch (P) <input type="checkbox"/> Mark Daleiden (A)	<input checked="" type="checkbox"/> Lee Kelly (Admin) <input type="checkbox"/> Barry Rhineberger (LT)		Chair
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<p>3. Agenda: Revise/approve</p> <p>Notes:</p> <ul style="list-style-type: none"> • Bertram requested to add an item to be voted on for referral after the City of Becker Presentation (Item 12a). • Motion by Bertram to approve the agenda with the additional item. Second by Bye. Approved. 	Changes, Approve	Chair																											
<p>4. Previous meeting notes</p> <p>Notes: Motion by Heikkinen. Second by Brenteson. Approved.</p>	Changes, Approve	Chair																											
<p>5. Treasurer's Report</p> <p>Notes: Big Lake Township mailed invoices to collect dues on Friday, January 14.</p>	Questions, Receive	Treasurer																											

<p><i>Motion by Danielowski to receive the Treasurer's Report. Second by Idziorek. Approved.</i></p>		
<p>Action Items</p>	<p>Action</p>	<p>Lead</p>
<p>6. CMRP. Elect 2022 officers: (chair, vice-chair, treasurer, secretary)</p> <p>a. Officer elections are held at the January meeting each year: Chair, vice-chair, secretary, treasurer. Bylaws prohibit an individual from serving more than 3 consecutive terms in the same office.</p> <p>i. Darek Vetsch has served 3 consecutive terms as chair and may not serve as chair in 2022</p> <p>ii. Tim Dolan has been replaced by Raeanne Danielowski as the Partner rep (Tim is the new Alternate), so he may not serve as treasurer in 2022</p> <p>b. Self-nominations</p> <p>c. Discussion</p> <p>d. Vote and seat new officers</p> <p><i>Notes:</i></p> <ul style="list-style-type: none"> • <u>Chair:</u> Vetsch nominated Danielowski as Chair for 2022. Second by Hilgart. Approved. • <u>Vice-Chair:</u> Hilgart and Heikkinen were nominated for Vice-Chair. After a vote, Hilgart was approved to be Vice-Chair for 2022. • <u>Treasurer:</u> Vetsch was nominated as Treasurer for 2022. Approved. • <u>Secretary:</u> Heikkinen was nominated for Secretary for 2022. Approved. 	<p>Discuss, decide</p>	<p>Chair</p>
<p>7. CMRP. Affirm governing documents: Decision memo</p> <p>a. This is the routine annual approval of all governance documents. The only change in 2021 was the approved refinement of the Code of Conduct.</p> <p><i>Notes: Motion by Vetsch. Second by Heikkinen. Approved.</i></p>	<p>Approve</p>	<p>Chair</p>
<p>8. CMRP. Accountability Report on 2021 Workplan and Budget</p> <p>a. This annual report was first created and presented a year ago to report on 2020 progress. This new report documents progress against the approved 2021 Workplan and Budget.</p> <p><i>Notes:</i></p> <ul style="list-style-type: none"> • O'Neill asked where the group is in finding land uses that are compatible for a river crossing. Schneider stated one of the action items that came out of Framework 2030 was coordinating efforts with a focus on transportation and land use issues. A task force has been created including partnership members and staff. Sherburne County is in the process of completing a comprehensive plan revision. • Motion by Vetsch to accept the Accountability Report on 2021 Workplan and Budget. Second by Brenteson. Approved. 	<p>Discuss, accept</p>	<p>Chair, Anne Carroll</p>
<p>9. CMRP. 2022 Workplan and Budget: Decision memo</p> <p>a. Both the CMRP and Framework 2030 elements of the Workplan are now routinely updated during the year; recommendation is to approve with no changes.</p> <p>b. The preliminary budget was prepared July 1 per JPA requirements to set member dues in advance for Partner jurisdiction budgeting. There are no significant changes that require a budget adjustment at this time; recommendation is to approve with no changes.</p>	<p>Discuss, approve</p>	<p>Tim Dolan, 2021 Treasurer</p>

<p><i>Notes: Motion by Heikkinen to approve the 2022 Workplan and Budget. Second by Hilgart. Approved.</i></p>		
<p>10. Framework 2030. Strategy-Action Update a. This presents updates for action items scheduled in the current and next quarter, and seeks CMRP feedback and guidance. <i>Note: No discussion.</i></p>	<p>Discuss, provide guidance</p>	<p>Bill Kemp</p>
<p>11. State of the Region convening (+ dashboard) a. Topics: Seeking general direction and ideas b. Task Force: Appoint Partners to work with staff/consultant support to develop program, content, logistics, etc., for Partnership approval <i>Notes: The State of the Region has been moved to the spring. A small task force is needed to finalize the agenda and provide direction. Heikkinen and Dolan volunteered.</i></p>	<p>Discuss, decide</p>	<p>Bill Kemp, Anne Carroll</p>
<p>Discussion or Information Items</p>	<p>Action</p>	<p>Lead</p>
<p>12. CMRP. Community update: Becker a. Presentation, request for letter <i>Notes:</i></p> <ul style="list-style-type: none"> <i>Solar is proposed to be adjacent to Becker’s current boundaries and expanded infrastructure. The average life expectancy for solar is 45 years. The City of Becker requested the partnership submit a letter of support to the Public Utilities Commission (PUC) requesting regional planning efforts be taken into consideration. O’Neill added the city can only comment and try to convince the PUC how to best use the land. A letter has been drafted for the partnership’s consideration.</i> <i>Motion by Vetsch to refer the draft letter to ExComm + Tracy Bertram from Becker to review and prepare a letter for Partner online review and vote. Second by Hilgart. Approved.</i> 		<p>Marie Pflipsen</p>
<p>13. CMRP/Framework 2030. Committee and task force reports a. Transportation Task Force: Led by Partnership members, a team of staff planners and engineers are starting to analyze current land use and transportation plans to identify common goals and address plan conflicts. b. Placemaking Committee: Committee has completed the Placemaking Microgrant information and online application. Request for Partner jurisdictions to actively promote application <i>Notes:</i></p> <ul style="list-style-type: none"> <i>Danielowski suggested contacting the Central MN Arts program to help promote information.</i> <i>Draft language will be sent to partnership members to help with promotion.</i> 		
<p>14. CMRP. Required signed documents a. CMRP requires the conflict of interest and revised code of conduct forms to be signed each year (reference: Bylaws, conflict of interest policy and form) b. Both have been sent electronically for e-signature and are due now <i>Notes: Eight members have signed and returned the required forms.</i></p>		<p>Chair</p>
<p>15. CMRP. Confirming 2022 meeting dates a. Regular Partnership meetings will occur on the 4th Thursday of each month b. Partnership may call special meetings c. Meetings may be rescheduled to avoid major holidays or conflicts affecting multiple Partners</p>		<p>Chair</p>

<p>16. Other business/future agenda items:</p> <ul style="list-style-type: none"> a. Request from Silver Creek Twp to meet with other CMRP townships and a couple of other Partners to discuss how to optimize CMRP benefits b. Community update for February 2022: Who will volunteer? c. Framework 2030 Partner communications going forward: To be revisited in February d. Treasurer’s Report/Budget Update: With the January meeting moved a week earlier, the February meeting will include income and expenses from both January and February, tracked against the approved 2022 budget <p><i>Notes: Heikkinen stated members of his board are questioning the benefits of CMRP. Heikkinen will be having conversations with other CMRP partners to present the benefits of the group.</i></p> <p><u>Community Updates</u> February: Wright County March: Sherburne County</p>		Chair
<p>17. Adjourned: Meeting adjourned at 8:58 a.m.</p>		