

City of Finlayson Planning and Zoning Commission  
Finlayson City Hall  
Monday, December 2, 2024 6:30 p.m.

**Members present:** Nate Konkel, Jeff Flaws, Norm Kester, Josette Koets, Marge Haefner, Dennis Liebelt, Nancy Liebelt, Bruce Pogatchnik, Dave Auchter

**Visitor:** Penny Simonsen, East Central Regional Development Commission (ECRDC)

**Call to Order:** Nate Konkel called the meeting to order at 6:35 pm and led the Pledge of Allegiance.

**Previous Minutes:** Nancy Liebelt read the minutes of the November 4, 2024 meeting. Motion by D Liebelt, seconded by Koets to accept the minutes as read. Motion carried unanimously. Liebelt read the minutes of the November 18, 2024 work group minutes. Motion by D Liebelt, seconded by Jeff Flaws to accept them as read. Motion approved unanimously.

**Council Rep/Mayor Update:** Mayor Auchter gave an update on **complaint** received from property near Broadway resident stating that the situation was reconciled by personal conversation with the contractor. City of Finlayson has adopted the Pine County **Cannibus Ordinance**. **Blight property** (2326 Highway 18) possibly goes into tax forfeiture in 2026. Previous owner stated there were blight violations in the past 5-10 years in addition to the current ones. Legal opinion continues on the municipal parking lot.

**Building Permits:** Upon request by Auchter, a building permit dated Sept, 2023, was located for 6548 Broadway St, Finlayson, MN 55735 submitted by Northern Contractors Inc, 2160 Tower Ave, Finlayson, MN 55735. Discussion was held about the expired permit in accordance with city zoning ordinances. The suggestion is to have the city or deputy clerk to contact the contractor to explain the situation and update the permit.

Further discussion was held on getting facts on **costs and services of a zoning administrator** to handle all zoning and building permits for the City of Finlayson. Planning and Zoning Commission would then submit information to the city for their further approval of this service. Pogatchnik will check with Rum River Consulting about services and cost. Pogatchnik and Auchter will meet with Ed Melzark, former Pine Co Zoning Administrator, to see what he would charge to provide this service. Members questioned liability when authorizing building site permits without regard to all current ordinances being followed. Auchter will inform the city council that the Planning and Zoning Commission will be doing homework and presenting options for a Planning and Zoning Administrator.

**Public Comment:** none

**New Business:**

Penny Simonsen presented the final copy of the survey letter and visitor survey. Several edits were suggested. Discussion was held on how to invite the public to partake in events to keep them informed of the process. She gave several examples that other communities have used. (ride with council, ice cream socials, taste of Finlayson, picnic, low cost programming). Members signed the cover letter. Surveys should be sent out and returned by December 30, 2024. Discussion was held on what makes Finlayson unique, why are people here, what keeps them coming back, inventory of what type of goods and services are present, who works here, where do people come from and what would they like to see offered, retained, etc.

**Meeting adjourned** by a motion by D Liebelt, seconded by Koets at 8:10 pm. Motion carried.

**Next regular meeting** will be January 6, 2025 at 6:30 p.m. at Finlayson City Hall.

**Next work group meeting** will be December 23, 2024 at 1:00-2:30 p.m. at Finlayson City Hall.

Respectfully submitted by Nancy Liebelt