

PLANNING BOARD PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – February 12, 2024

Pursuant to due call and notice, a regular meeting of the Planning Board of the City of Bemidji, Beltrami County, Minnesota, was held at 5:30 p.m. in the Council Chambers of City Hall.

Upon roll call, the following board members were declared present: Prince, Fiskevold Gould, Peterson, Johnson, Rivera, Eaton, Thayer.

Staff Present: Assistant Planner Melissa Fahrenbruch, Compliance Inspector & Site Analyst David Wielenberg, Administrative Assistant Ainslee Krause, City Attorney Katie Nolting, City Manager Rich Spiczka.

AMENDMENTS TO AGENDA

Chair Prince called for any amendments to the agenda.

Motion by **Thayer**, seconded by **Johnson**, to approve the agenda. Motion carried by unanimous voice vote.

MINUTES

The following minutes were presented for approval:

Planning Board Meeting: **January 8, 2024**

Motion by **Johnson**, seconded by **Fiskevold Gould**, to approve the minutes with an amendment listing Fiskevold Gould as present. Motion carried by unanimous voice vote.

CITIZENS WITH BUSINESS NOT ON AGENDA

No appearance.

OLD BUSINESS

Planning Board Bylaws

Nolting presented bylaws with requested changes and alternatives.

Board members had the following comments:

- The following board members expressed support for annual elections as per section 2: Eaton, Johnson, Thayer, Peterson, Fiskevold Gould and Prince.
- Prince addressed the question of whether or not the board should adopt bylaws.

Motion by **Peterson**, seconded by **Johnson**, to adopt the bylaws with the proposed section 2 included.

Additional comments made:

- Nolting addressed the reference in section 3 that the chair “shall execute documents on behalf of the Board” and noted that this language should be moved to section 5.

Amended motion by Peterson, second by Johnson, to include proposed language in section 5.

Additional comments:

- Nolting addressed that an additional change was made, the quorum was changed to majority instead of 51%.

Motion carried by the following roll call vote: Ayes: Johnson, Rivera, Thayer, Eaton, Peterson, Prince, Fiskevold-Gould.

Election of Officers

Chair Prince called for officer nominations.

Motion by **Thayer** to nominate **Peterson** for Chair.

Motion by **Rivera** to nominate **Rivera** for Chair.

Votes for Peterson: Prince, Peterson, Johnson, Thayer.

Votes for Rivera: Fiskevold Gould, Rivera, Eaton.

Motion of Peterson for Chair passed 4 to 3.

Motion by **Fiskevold Gould** to nominate **Rivera** for Vice Chair.

Motion by **Johnson** to nominate **Thayer** for Vice Chair.
Votes for Thayer: Prince, Peterson, Johnson, Thayer.
Votes for Rivera: Fiskevold Gould, Rivera, Eaton.
Motion of Thayer for Vice Chair passed 4 to 3.

NEW BUSINESS

Discussion on Electronic Media

Nolting addressed electronic media.

Board members had the following comments:

- Members discussed and expressed support for providing access for the public and expressed support for allowing public comment.
- Members discussed tabling the discussion and allowing city council to decide.

Motion by **Thayer**, second by **Eaton**, to table the discussion of electronic media to the next Planning Board meeting.

Board members had additional comments:

- Fiskevold Gould addressed disruptions at the city council meeting did not happen during the public hearing comment period.
- Members discussed.

Motion carried by the following roll call vote: Ayes: Johnson, Rivera, Thayer, Eaton, Peterson, Prince, Fiskevold Gould.

STAFF REPORTS

Director's Report

Fahrenbruch presented the Director's Report.

Board members had the following comments:

- Rivera addressed making the information on public comment periods more accessible to the public. Staff addressed.
- Thayer inquired about report totals. Staff addressed.

Site Analyst & Enforcement Report

Wielenberg presented the Site Analyst & Enforcement Report.

Board members had the following comments:

- Members discussed.

UPCOMING BOARD MEETINGS

- Monday, March 11 5:30 p.m. Planning Board Meeting

ADJOURN

There being no further business, motion by **Peterson**, seconded by **Fiskevold Gould**, to adjourn the meeting. Motion carried. Meeting adjourned at **6:38 p.m.**

Respectfully submitted,



Ainslee Krause
Planning & Building Administrative Assistant

PB Minutes approved and attested by:



Planning Board Representative