

## Town of Sand Lake Planning Commission

September 24, 2008

### Minutes

1. Call to order – 6:57pm
2. Public Notice – not posted, no business will be conducted, but information will be shared
3. Attendance – all in attendance; Duane Emery, Ed Weber, Melanie Johnson, Larry Blahauvietz, Jim Tolbert
4. Introduction of Commission Members and Commission Clerk
5. Swearing in of Members – 3 that weren't at first meeting were sworn in
6. Gather Commission Members e-mail access and addresses; confirm \$25 per diem
7. Current State of Affairs – Jim reviewed the CPC grant; Foth Companies
  - a. Letter from Mike Kornmann – introduction to grant and process
  - b. Burnett County Website – link to CPC
  - c. Town of Sand Lake Website – site for posting of documents
8. Review of Documents
  - a. Timeline from Foth Companies
  - b. Cluster meetings with Foth Companies
  - c. Facilities Survey
  - d. Public Participation Plan
  - e. Burnett County Vision, Mission, & Values statements
9. Work to be completed before next meeting
  - a. Utilities and Community Facilities Survey due September 25<sup>th</sup> – Jim's first draft of the survey was reviewed from the top.
10. Select meeting day & time – Wednesday, 3rd of the month – except for October 22 (November 19; December 17) 7pm
11. Agenda for next meeting
  - a. Select Administration
    - i. Chair
    - ii. Vice-Chair
    - iii. BC-CPC Exofficio
    - iv. Alternate BC-CPC Exofficio
12. Public Comment - none
13. Adjourn