

Planning & Zoning Committee Meeting Minutes

February 2, 2024, via Zoom

Present: Scott Harmstead, Joan Hollekim, Sandy Rohde, Kathy Skarda, and Melissa Vachal.

Note: Steve Josephson joined the session after the meeting ended. He contacted the DLN offices and responded to questions posed during the meeting. Steve's responses are included in the minutes below.

Chairman Joan H called meeting to order at 9:04 am MT / 10:04 am CST

The committee members reported out and discussed the logistics for the July 19, 2024 workshop.

Speakers

- The following speakers confirmed:
 1. PSC – speaker TBD
 2. Scott Harmstead
 3. Natalie Pierce

Location

- The workshop will be held at the Stark County Family & Ag Resources Campus
- Steve confirmed reservation
- No fee for room use
- The Dakota Room can be set up classroom style for 60. There are a total of 84 chair. Max capacity is 122.

Workshop Resources & Materials

- The resources and materials will be shared on a flash drive along with a PowerPoint presentation handout.

Sponsorships

- Steve said he will reach out to Scott Harmstead for guidance on reaching out to request for meeting sponsors.

Catering

- The members agreed to have the event catered by Subway.

Announcement

- The Planning & Zoning Handbook is now available on the NDACo website

Other Business

- Joan announced that her schedule does not allow her to fulfill the chair position adequately. The members in attendance reach consensus to work as a collective to

accomplish committee tasks and appoint a vice chair to provide support in her absence. Joan will remain as committee Chair. Sandy Rohde, VWND President appointed Scott Harmstead as Vice Chair.

Action Items

- DLN to send Save the Date to its VWND distribution network
- Sandy will contact Subway to get information on the catering logistics
- Steve to contact Scott to discuss sponsorships
- Steve will solicit relevant stakeholders for sponsorships

Upcoming Meeting Dates

- March 1st
- April 5th
- May 3rd
- June 7th

Meeting Ended at 9:22 am MT / 10:22 am CST.

Minutes respectfully submitted by Lydia DeJesus