

MEETING MINUTES

Plan Commission

DATE	July 21, 2025
TIME	7:00 PM
MEETING CALLED TO ORDER BY	Al Sandberg

IN ATTENDANCE

Member Name	Present	Absent
Steve Dahl	x	
Mary Kay Francis	x	
Kyle Gilles	x	
Randy Koller		x
Al Sandberg	x	
Carolyn Sylte	x	Arrived at 8
Harry Warden	x	

AGENDA

1. Call to Order at 7 pm.
2. Roll Call. See table above.
3. Approval of June 9, 2025, Plan Commission minutes. Motion was made by Steve Dahl. Harry Warden seconded. No discussion. All approved. Motion carried.
4. Open public comment period for items that do not appear on this agenda. No public present. However, it was stated that committee members did not receive notable comments from the public regarding the Land Use Plan Survey notice displayed at the 4th of July celebration.
5. Discussed trend and survey date provided by Tammy Traxler of Dunn County.
6. Discuss research completed by plan commission members and review and potentially prepare survey questions and survey information letter. Continue discussions of delivery/marketing of the surveys.
Discuss any other actions needed to begin updating the plan.
 - Discussed tools that could be used construct the Land Use Plan Survey.
 - Looked at Subdivision Ordinance Survey letter from April 2013 to help outline the Land Use Plan Survey.
 - Some topics to possibly include in survey: existence of a subdivision ordinance, zoning ordinance, and adoption of Dunn County Zoning.
 - Harry will create a draft of a letter to be included in the Land Use Plan Survey to use as a starting point for discussion next meeting.
 - The Town Board let Al know there is no money in the budget this year to mail a Land Use Plan survey.

- Distribution plan for survey: A mailing and QR code option. Previously, Town of Rock Creek residents received the survey based on property tax records.
 - Discussed how to preserve anonymity to encourage participation but control the number of submissions to two per address.
 - Al Sandberg will contact Tammy Traxler to find out if the Dunn County survey was collected anonymously or not. If so, learn how was it done.
7. Tabled this until the Land Use Survey Plan is completed. Discuss and create a plan to identify all roads in the Town of Rock Creek and roads that may be vacated.
 8. Tabled. Review Town road construction ordinance and driveway ordinance.
 - Harry will bring a copy of the existing ordinance to the next meeting.
 9. Review Town road construction ordinance and driveway ordinance. Tabled this until the Land Use Survey Plan is completed.
 10. Public Discussion. N/A since no community members were present.
 11. Future Agenda Items and Announcements. None.
 12. Adjournment. Motion was made by Harry Warden. Kyle Gillis seconded. All approved. Meeting adjourned at 8:40 p.m.

NEXT MEETING

Monday, August 18, 2025, at 7 PM.