

MEETING MINUTES

Town of Rock Creek - Plan Commission

DATE	September 22, 2025
TIME & LOCATION	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, <i>Chair</i>	x	
Carolyn Sylte, <i>Secretary</i>	x	
Harry Warden		x

AGENDA

1. **Call to Order** at 7:05 pm.
2. **Roll Call.** See table above.
3. **Approval** of August 2025 Plan Commission minutes. Motion was made by Steve Dahl to approve the minutes. Kyle Gilles 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, Steve Dahl noted based on conversation he has had, he has a pretty good idea about what the response will be for the survey and wondered if the expense is warranted. Al Sandberg responded the Town Board will ultimately make the decision based on the survey and two open hearings on the survey topics. Al also indicated the questions on the survey are crucial to get actionable responses for the Board to work with.
5. Discuss research completed by plan commission members and review and potentially prepare survey questions and survey information letter.
 - A draft of the survey was prepared based on the last town survey and discussion. Carolyn Sylte will bring hard copies to the next meeting for further revisions.
 - Continue discussions on delivery/marketing of the surveys. Al Sandberg will talk to Tammy Traxler from Dunn County on what it did to ensure there are not duplicate survey submissions.
 - Discuss any other actions needed to begin updating the plan. We need to determine cost of a survey mailing to 1,005 town residents. Al Sandberg will talk with Town Board about this.
6. **Tabled.** Motion made by Al and seconded by Steve. Motion carried. Discuss and create a plan to identify all roads in the Town of Rock Creek and roads that may be vacated.
7. **Tabled.** Motion made by Al and seconded by Steve. Motion carried. Review Town road construction ordinance and driveway ordinance.
8. **Public Discussion.** N/A since no community members were present.
9. Future Agenda Items and Announcements. None.

10. **Adjournment.** Motion was made by Mary Kay Francis. Kyle Gilles seconded. All approved. Meeting adjourned at 9:01 p.m.

Draft Prepared on September 16, 2025

By Al Sandberg, Plan Commission Chairman of Rock Creek

Recorded on September 22, 2025

By Carolyn Sylte, Plan Commission Secretary

NEXT MEETING

Monday, October 20, 2025, at 7 PM.

UNAPPROVED