

**Dakota County Planning Commission
 Advisory Committee Meeting Minutes-Final
 Date: February 25, 2021
 Time: 7:00 p.m. to 9:00 p.m.**

Members Present		Staff Present		Others Present
Jerry Rich	<input checked="" type="checkbox"/>	Robert Timmerman	<input checked="" type="checkbox"/>	
Lori Hansen	<input checked="" type="checkbox"/>	Nate Reitz	<input type="checkbox"/>	
Jill Smith	<input checked="" type="checkbox"/>	Jim Guttman	<input checked="" type="checkbox"/>	
Greg Oxley	<input checked="" type="checkbox"/>	Tony Nelson	<input checked="" type="checkbox"/>	
Amy Hunting	<input checked="" type="checkbox"/>	Donald Post	<input checked="" type="checkbox"/>	
Barry Graham	<input checked="" type="checkbox"/>			
Ramraj Singh	<input checked="" type="checkbox"/>			
		Kurt Chatfield	<input checked="" type="checkbox"/>	
		Mary Jackson	<input checked="" type="checkbox"/>	
		Kristi Sebastian	<input checked="" type="checkbox"/>	
		Doug Abere	<input checked="" type="checkbox"/>	
		BJ Battig	<input checked="" type="checkbox"/>	
		Liz Hansen	<input checked="" type="checkbox"/>	

Meeting Called to Order

Time: 7:00 p.m.

By: Chair Oxley

Commissioner Nelson joined the meeting at 7:05 p.m.

Approval of agenda

Motion by: Commissioner Singh

Second by: Commissioner Smith

Vote: Unanimously approved.

Approval of minutes (from January 28, 2021 meeting)

Motion by: Commissioner Timmerman

Second by: Commissioner Hunting

Vote: Unanimously approved.

Item #1: School Zone Safety Study

Action / Information

Comments/Notes: Kristi Sebastian, Traffic Engineer, presented this item and responded to questions.

A Commissioner noted that two schools (Somerset and Henry Sibley) have already had one fatality in the area. A question was raised about a specific intersection in terms of student safety. *Staff responded that both schools had been included but were not specifically targeted within the school safety study. Staff will follow up on safety concerns at this intersection.*

A Commissioner noted that the study recommended that education be used to increase safety and asked how education would be conducted. *Staff responded that the schools will distribute safety information to students and parents. The safety messages will be crafted for each school and situation, directing parents and students about safe routes to school and safety practices.*

Item #2: CSAH 42 Visioning Study

Action / Information

Comments/Notes: Doug Abernethy, Senior Project Manager, presented this item and responded to questions.

A Commissioner thanked staff for including a recommendation to use parallel roadways to reduce some of the pressure on County Highway 42. It may be advantageous to look at what other communities have done with parallel roadways in similar situations. *Staff responded that we will look at best practices in other communities that could help us in reducing congestion on County Road 42.*

A question was raised regarding the conversion to flashing left-turn signals and whether they may be used along the County Highway 42 corridor, perhaps at existing intersections. *Staff responded that flashing yellow arrows are being installed at many new signal locations but that it has become more difficult to retrofit existing signals to flashing yellow arrows while still meeting ADA accessibility standards. At this time, it is more cost-effective to convert to flashing yellow arrows at the time of signal replacement.*

A Commissioner noted that significant development will occur on the south side of County Highway 42 in the area of the new Menards. It will be important to make highway improvements with that development in mind to avoid the need to redo sections of 42 as a result of that development and the increased traffic that it will create. *Staff concurred with the statement.*

A Commissioner noted that the improvements that are being considered by the study in Burnsville in the Aldrich Ave area are needed, including improvements at the freeway ramps. This is one of the busiest areas of County Highway 42. The study is needed, and the issue areas have been correctly identified along the entire corridor.

Item #3: All-Hazard Mitigation Plan

Action /

Information

Comments/Notes: BJ Battig, Manager Risk Homeland Security, presented this item and responded to questions.

A Commissioner commented that refineries can be a concern, referencing a recent incident at the refinery in Superior, Wisconsin, as an example. Will the Flint Hills refinery be included in this plan? *Staff responded that there are strategies within the existing plan to address potential hazards such as an issue that may occur at the refinery and that staff will work with the City of Rosemount to include additional strategies if needed.*

A discussion was held that it is possible that a hazardous situation may present itself that was not anticipated in the plan. Will the Federal government provide financial assistance for hazards that were not anticipated or planned for? *Staff responded that the Federal Emergency Management Agency (FEMA) has a requirement that local governments complete a plan but not necessarily anticipate unforeseen hazards. It is likely that federal funding will be available for incidents that were not specifically included in the plan based on past actions by FEMA.*

A question was asked about the process for reviewing and approving this plan and what agencies are involved. *Staff responded that Dakota County will submit a draft plan to FEMA Region 5 for review and approval, after which the Dakota County Board will consider adoption of the plan.*

Planning Manager Update and County Board Actions

Comments/Notes: Kurt Chatfield, Planning Manager, provided the Planning Commission with an update on the following PDC and County Board Actions:

- Released Spring Lake Regional Park Reserve Master Plan and Natural Resource Management Plan for public review
- Received an update on the status of the Regional Greenway System

Upcoming Public Meetings – Community Outreach

CSAH 42 Visioning Study Virtual Open House	Feb 22 nd to March 26 th https://www.co.dakota.mn.us/Transportation/TransportationStudies/Current/Pages/county-highway-42-visioning-study.aspx
North Creek Greenway Tunnel under CSAH 42 Virtual Open house	March 2 nd , 5:30pm- 7:00pm, Zoom Format https://dakotacountymn.zoom.us/j/99862063653?pwd=UGlWcWs4dVNEV2xhRjhDMytKRWlJdz09

Topics for Next Meeting

- Dakota County Comprehensive Plan (Transportation Chapter)
- Transportation CIP – Update

Planning Commissioner Announcements/Updates:

New Commissioner Orientation

A proposal was made to improve new Planning Commission orientation by having an existing Planning Commissioner participate in the orientation process. The orientation would occur prior to the new Commissioner's first Planning Commission meeting. An existing Commissioner, potentially one of the elected officers, would work with staff to participate in the orientation. Staff are in the process of preparing a new Commissioner guidebook that would be used in the process. Orientation would include administrative items but would also include welcoming new Commissioners and becoming familiar with the culture and function of the Commission.

There was a general discussion about the need for orientation and the role of the Vice-Chair. While there was support expressed for the idea, it was less clear whether the orientation function would be informal or formal and whether it should be included in the Committee's By-laws. Planning Commissioners agreed to discuss the issue further by adding the topic to a future meeting agenda in April.

2022 Planning Commission Elections

A suggestion was made to provide the opportunity for discussion prior to the next Planning Commission election of officers. The purpose of the discussion would be to allow Planning Commissioners to express their willingness to serve in one of the officer positions. There appeared to be consensus among Planning Commissioners, and the Planning Manager suggested adding an election discussion item to the agenda of the last regular meeting of the year.

Unintended Encryption of Planning Commission Packet

The February Planning Commission packet was encrypted automatically by Dakota County's privacy-protecting software that was triggered for an unknown reason. A Planning Commissioner brought this to staff's attention, and staff have worked out a process with the County IT department so that future packets will not be encrypted.

Adjourn: 8:40 p.m.

Motion by: Commissioner Smith

Second: Commissioner Hansen

Vote: Unanimously approved.

Next Regular Meeting: Thursday, March 25, 2021, 7:00 p.m., Virtual Remote Meeting.