**Duncan Planning and Zoning Commission**

**Minutes**

**January 15, 2018**

The regular meeting of the Village of Duncan Planning and Zoning Commission was called to order at 7:30 PM, January 15, 2017 by Vice-Chairman Travis Stempek. The Chairman publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy in the room where the meeting was being held. Commission members present were Stempek, Betty Kropatsch, Gary Schlesinger, Abby Wright and Matt Bates, alternate. Absent: Jamie Frey. Also in attendance were Don Reves-Zoning Administrator. Motion was made by Wright and seconded by Schlesinger to approve the agenda. Vote was as follows to approve the agenda: voting aye- Wright, Schlesinger, Stempek and Kropatsch. Voting nay-none. Absent: Frey.  The Chairman declared the motion carried. Motion to approve the meeting minutes from the October 17, 2017 meeting was made by Wright and seconded by Kropatsch. Vote was as follows to approve the minutes: voting aye- Wright, Schlesinger, Stempek and Kropatsch. Absent: Frey. Voting nay- none.

**COMMUNICATIONS**:

Zoning Administrator-none

Comments from the floor - Guests requesting to address the Planning and Zoning Commission- none

**New Business**:

**Election of 2018 Officers** (Chair, Vice-Chair and Secretary)

Motion made by Stempek, second-Wright to appoint Jamie Frey as Commission Chair. Vote was as follows: voting aye- Kropatsch, Stempek, Schlesinger, Wright. Voting nay-none. Absent- Frey.

Motion made by Kropatsch, second-Wright to appoint Travis Stempek as Commission Vice-Chair. Vote was as follows: voting aye- voting aye Kropatsch, Stempek, Schlesinger, Wright. Voting nay-none. Absent- Frey.

Motion made by Stempek, second-Wright to appoint Betty Kropatsch as Commission Secretary. Vote was as follows: voting aye- voting aye Kropatsch, Stempek, Schlesinger, Wright. Voting nay-none. Absent- Frey.

**Introduction of New Commission Members:** In the absence of Frey, Kropatsch introduced Abby Wright as a member of the Planning and Zoning Commission, replacing Joe Runquist. Matt Bates was introduced as the alternate. Kropatsch thanked them for their service.

**OLD BUSINESS**: None

**Commission Member Comments:** None

**Commission Chair Comments:** Kropatsch, speaking in the absence of Frey, mentioned there has been conversation about changing meeting times to 7:00. Schlesinger said it would not work with his wrestling practice schedule. Therefore, the meetings will remain at 7:30 p.m.

Kropatsch reminded members of the Planning & Zoning annual meeting in Kearney in March. Kropatsch has approached the Village Board about paying for people to go. At this time, Kropatsch and Dustin Schaefer, Village Board Chairman, are planning on attending. Registration is to be completed by February 23. Kropatsch stated that if any members of the Commission would like to attend to please let her know by the Village Board meeting on February 12. Abby Wright expressed interest at this time.

**Zoning Administrator Comments**: None

**Scheduling Next Meeting**: The year’s schedule was presented: April 16, July 16, October 15.

**Adjournment**:

Stempek declared the meeting adjourned

Minutes recorded and submitted by:

Betty Kropatsch, Commission Secretary

All meetings are open to the public and a current agenda for said meetings will be posted and available for public inspection at the office of the Village Clerk 10 days following the Commission meeting