***Duncan Planning and Zoning Commission***

***Minutes***

***January 17, 2021***

The regular meeting of the Village of Duncan Planning and Zoning Commission was called to order at 7:30 PM, January 17, 2021 by 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, Matt Bates, alternate-Ashlea Gurley Commission members absent: Abbey Wright. In attendance was Don Reves-Zoning Administrator. Motion was made by Stempek and seconded by Bates to approve the agenda. Vote was as follows: voting aye were, Stempek, Kropatsch, Schlesinger, Bates, Gurley. Voting nay-none. The Chairman declared the motion carried. Motion to approve the meeting minutes from the July 20, 2020 meeting was made by Schlesinger and seconded by Bates. Vote was as follows: voting aye were, Stempek, Kropatsch, Schlesinger, Bates, Gurley. Voting nay-none. No minutes were written for October 2020 meeting due to no meeting at that time. The Chairman declared the motion carried.

**Ex Parte Declaration**—none

**COMMUNICATIONS:** None

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

**NEW BUSINESS**: Election of officers for 2021 were as follows:

 Chair: Travis Stempek was nominated by Kropatsch and seconded by Bates. Vote was as follows: voting aye-- Kropatsch, Schlesinger, Bates, Gurley. Voting nay-none. Stempek abstained.

 Vice-Chair: Matt Bates was nominated by Schlesinger and seconded by Kropatsch. Vote was as follows: voting aye were, Stempek, Kropatsch, Schlesinger, Bates, Gurley. Voting nay-none.

 Secretary: Stempek nominated Kropatsch with Ashlea Gurley as co-secretary, seconded by Gurley. Vote was as follows: voting aye were, Stempek, Kropatsch, Schlesinger, Bates, Gurley. Voting nay-none.

Commission members received copies of the Blight Study. Limited discussion at this time.

Kropatsch reviewed the previous changes made by the Commission to the Comprehensive Plan. These changes will be submitted to the Village Board at the February 8, 2021 meeting.

**OLD BUSINESS**: None

**COMMISSION MEMBER COMMENTS**: None

**COMMISSION CHAIR COMMENTS:** Stempek will be sending out a questionnaire to Commission members regarding goals by the Commission. These goals will be presented to the Village Board in the near future. Stempek gave each member a copy of Nebraska Revised Statute 19-927 regarding Commission meetings. “If no business is pending before the commission, the chairperson may cancel a quarterly meeting, but no more than three quarterly meetings may be cancelled per calendar year.”

Kropatsch gave the dates for future meetings: April 19, July 19 and October 18.

**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