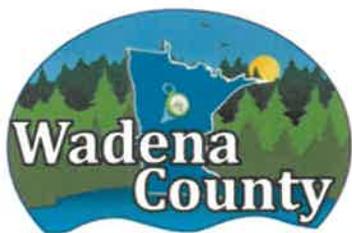


Wadena County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Consent Agenda Item	

Accept Condensed Draft Minutes of the 1-15-2026 Meeting of the Planning Commission	
Date of Meeting: 1-6-2026	Total time requested:
Department Requesting Action: Planning & Zoning	
Presenting Board Action/Discussion at Meeting: Deana Malone, if needed	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Draft Condensed Minutes attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Wadena County Board of Commissioners approves the following by Motion:	
To accept the draft condensed minutes of the January 15, 2026, meeting of the Planning Commission.	
Financial Implications	Comments
Funding Source	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Noon	<input type="checkbox"/> Noon
Second:	<input type="checkbox"/> Winkels	<input type="checkbox"/> Winkels
<input type="checkbox"/> Passed	<input type="checkbox"/> Stearns	<input type="checkbox"/> Stearns
<input type="checkbox"/> Failed	<input type="checkbox"/> Kreklau	<input type="checkbox"/> Kreklau
<input type="checkbox"/> Tabled	<input type="checkbox"/> Kangas	<input type="checkbox"/> Kangas

Signatures
STATE OF MINNESOTA} COUNTY OF Wadena}
I, Heather Olson, County Auditor/Treasurer, Wadena County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Wadena County in Wadena, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Condensed Planning Commission Meeting, January 15, 2026

Chair Linda Youngbauer called the meeting to order at 5:30 P.M. Deana asked to have a brief discussion at the end of the meeting to consider dates/times to have a joint meeting with the County Board, and the planner for the Comprehensive Plan update. Motion to approve agenda, Commissioner Mike Weyer, seconded by Commissioner Randy Wenthold. Motion carried. Chair Youngbauer asked if there were any additions or corrections to the December 18, 2025 minutes. Motion by Commissioner Wenthold, to approve, seconded by Commissioner Randy Becker. Motion carried. Chair Youngbauer turned the meeting over to Deana.

Deana said she had a meeting with the County GIS Coordinator because she would be heavily involved in the split approval process and she questioned the minimum standards as it pertains to requiring a home to be built, asking who and how would this be tracked and enforced. They had a meeting with other land records staff and they agreed this would be a difficult thing to do, and although there was some good discussion, they really did not have further input as to what should be in the split approval process other than what was drafted. The Planning Commission Chair was invited and Commissioner Bryan Winkels, because he sat in on the Planning Commission and was their voice on the County Board. After this meeting, Deana said she also, had a meeting with the County Attorney and shared the details of the draft for Administrative Subdivisions. Kyra looked at everything and said there was no remedy in the law and the consequence, which would be a misdemeanor under the ordinance, would be a \$300 fine. Deana said she and Kyra agreed they could not unsplit the property, so a person could pay their fine and walk away. Kyra did express an interest in the portion that talked about camping trailers, RV's, storage containers, and other temporary transient type housing. Deana told her that the Planning Commission was very adamant that they wanted something to protect the County from looking like eastern Otter Tail County. There was some discussion about how this could be remedied and Deana said that things like that could be fleshed out more through the Zoning Ordinance. Commissioner Winkels said that the premise of the requirement was to prevent people from splitting property and sitting on it. He added that with the requirement of a survey, there was some skin in the game. Commissioner Winkels added that not everyone was going to do it just to have their four splits in their forty just to say that they had them. Deana said that she had visited with Kyra about that too and said that the reason for the permanent dwelling structure to be inhabited in that 2-year time frame was for that very reason, and Kyra said that she did not know how that could be controlled. Kyra had mentioned that maybe people could be incentivized somehow to build in two years, but Deana said that was not something that the Planning Commission could do because there was already a tax abatement. Deana said that Kyra's point was that maybe there could be an incentive such as an additional two years on tax abatement where the County would benefit in the long run. Deana said that was a discussion that the County Board could have, and the Planning Commission could recommend that they look at something like that but that would be all.

Deana addressed a handout provided for everyone that Commissioner Wenthold had put together after speaking with some attorney friends. Commissioner Wenthold said that the comment from Commissioner Becker stood out when he said that they needed to get it right the first time, or they would be in trouble. Commissioner Wenthold suggested that the reason for his proposed language in what he presented was so people weren't splitting land letting someone just move onto it without a home or job, it was likely they would be recipients of Social Welfare and the county would only have \$2000 in extra taxes. He added that his position on splits changed because if Kyra said that there was nothing that they could do, then bad things would happen. Deana said that she felt that they could regulate some of that through the Zoning Ordinance. There was some minor discussion about mobile homes and it was suggested possibly the county could allow only mobile homes of a certain age. Deana said that she had gone through the rest of the ordinance quite a while ago and tried to do revisions within the other portion of the ordinance. She said that they had been addressing one section because that was what the County Board wanted. Deana said that hopefully, on January 27th, she would be able to get together with Anthony, Gina, and Tracy on the platting portion for their input. She mentioned the Highway Engineer would be able to help with any changes or updates that may have to be made as far as road structure, County Highways, and Township Roads. Deana said that Tracy could assist with changes or updating from a recording standpoint. She said that she was hoping that she would have a full draft, including what the Planning Commission was working on, for them to review in February, and they could take a full product to the County Board. Deana added that if they could get this out, it would buy some time so they could work on areas of the Zoning Ordinance. She said she was hopeful they could see how the administrative permitting went

before they moving forward on any Minor Subdivision amendment. She was hopeful she would have time in February to flesh out the split approval process and get forms put together for the steps in the split process for them to view and by March, possibly, they could have a public hearing. It would go to the County Board in April and they could roll it out shortly thereafter if everything went well. Deana referenced different parts of Commissioner Wenthold's submission to the Planning Commission and addressed several of the points he made (*included in Planning Commission packet online*) that were actually already addressed in the current Subdivision Ordinance, just not specifically in the portion of the ordinance they had been directed to work on.

There was some brief discussion about the requirement to show there was suitable soil for an onsite sewage treatment system to be installed. It was suggested that, in the new draft, it should say the applicant needed to provide proof from a State licensed septic designer, through soil boring log, that there were suitable soils to support onsite sewage treatment.

Commissioner Winkels commented the County Board was happy they were making good progress on this, and asked if they would be eliminating the first (e) in part D. Administrative Subdivisions and the second (e) would be going through the Zoning Ordinance amendments, and Deana said, yes, if the Planning Commission agreed. Consensus was they had no choice.

With the review of the Administrative Subdivision draft closing. There was some additional time before the public hearing so Deana made copies of the rest of Subdivision Ordinance that included proposed amendments highlighted in yellow and there was a brief overview. (*see attached*)

After this review, Chair Youngbauer asked that if someone split their property, if those splits could be combined together again. Deana said that they could be combined again if the property owner wished to do so, or if someone split off (2) 5-acre pieces, one piece had a house built on it and the other remained empty. Now, the owner with the 5-acre piece with a house on it wanted to have the empty 5-acre piece next door. They would get two tax statements so they could put it back together. Deana said that once it was recombined, if there were already four splits out of it, that would open up another split for someone else.

Commissioner Winkels stated that it was pretty clear from their earlier discussion that there was not much that they could do about requiring a home be built. Deana said that they had discussion about a possible assessment and it was an emphatic, no, from the County Auditor. Commissioner Winkels revisited the idea of incentivizing home construction when a parcel was split off, but after some discussion, it was determined there was not way to make it fair to others who were building but not splitting.

With no further discussion on the proposed amendment at that point, Deana addressed the scheduling of a kick-off meeting with the County Board for the Comp Plan update. Commission members said 5:00 p.m. would be a good time and it didn't really matter on the day of the week.

Chair Youngbauer called the public hearing to order at 7:00 P.M.

The first item on the agenda was the application for **Dale R. and June L. Erickson, property owners, at 12698 US Hwy. 10, Wadena, MN 56482, and Mathiowetz Construction, 30676 Co. Rd. 24 Sleepy Eye, MN 56085, operator**, for a Conditional Use Permit for the property described as follows: SE1/4 NE1/4 and NE1/4 SE1/4 & N 259' of SE1/4 SE1/4 and part of the SW1/4 SE1/4, Section 9, Wadena Township. A full legal description is available with the application on the Wadena County website.

Commissioner Weyer stated that he was going to exclude himself from voting because he was relation to the Mathiowetz family and wanted to keep the integrity of the commission and their decision, but would participate in the discussion.

Chair Youngbauer read the details of the application and stated, if approved, would allow a sand extraction operation in connection with the Minnesota Department of Transportation Highway 10 improvement project.

Representing the application was Greg Huiras of Mathiowetz Construction, and Dale and June Erickson, property owners. Chair Youngbauer asked if there was anything that anyone would like to add. Greg said that everything was covered very well and Mathiowetz Construction had been in business for 100 years, and they worked all over Minnesota. He added that they generally did 12 of these projects a year, borrow pits is what they called them. Greg said that they restored them and made sure that they fit into the environment nicely, and hopefully they were a useful end use for the property owner. He said that they had the highway bid in town for Highway 10 and Highway 71. Greg said that they were working on the east end of town this year and needed fill, and the numbers could vary. He explained that they would be hauling clean sand from the Erickson property to the highway, and return some clay and muck to the Erickson property that was not suitable to build a road. Greg said that they may build a pond through the entire thing and back fill around it, and there would be some water at the bottom, or lots may be put up for future building. Chair Youngbauer asked if there were any questions of the board. Greg added that this was a 2-year permit so when they left town, it would be restored again into native grasses, farmland, or whatever the property owner wished. He said that it would not be an ongoing pit. Commissioner Weyer asked what they would use for dust control and Greg said, water. Greg said that there was plenty of water in the area and they had a lot of water trucks. He added that they constantly water the grade so they have water trucks going all day. Commissioner Weyer said that it may be in better condition when they leave. Greg said that there was not a lot of topsoil out there, but saved what was there. He added that they had a short mining permit last year and Deana said, yes. Deana said that it was a borrow pit and they could do those administratively for 180 days. Greg said that they had one north of town that was already done and reclaimed. He added that they also had started this one, but they could not do a 180-day permit two years in a row. Greg said that they removed the topsoil, but some berms around them, seeded them, did erosion control, and they had a SWPP on it that was covered by their permit for stormwater through the MPCA, and they were looked at once or twice per year. Greg said that if they did not get this permit, they would have had to reclaim it under the other permit. Commissioner Weyer asked if there was a pond on the property currently and Greg said, nothing that was established. Greg added that some material had been moved already and in the final end use of the reclamation plan, they may leave an area low enough and not backfill it. Deana said that they obtained the administrative permit for the 180-day borrow pit, and Greg had visited with her about the Conditional Use Permit. She added that the County, meaning she as the County official, allowed them to leave the pit open, with some minor adjustments, because she knew that they were coming forward with this CUP. Deana said that if it was not approved, they would have to reclaim it when the weather was conducive to that. She added that since they had everything opened up already, she felt that it did not make good sense knowing that they were going to apply for this, to put everything back only to take it all apart again. Chair Youngbauer asked if they normally started at 6:00 A.M. Greg said that they started at 7:00 A.M., but some of the operators show up at 6:30 A.M. and even if some of the equipment was parked on the highway or off of the right-of-way on their property, some people show up at 6:00 A.M. to check oil, water, and do some greasing. He added that their normal hours were from 7:00 A.M.-7:00 P.M. Chair Youngbauer asked if they worked that late on Saturday and Greg said that they try not to, but if they fell behind on schedule, sometimes they would work a Saturday. Chair Youngbauer asked if there were any other questions of the Board. She asked if anyone in the audience was in favor of the application. Hearing none, she asked if anyone in the audience was opposed to the application. Hearing none, Chair Youngbauer asked if there was correspondence. Deana had correspondence from MNDOT, and they were not opposed. She also had correspondence from Wadena Township, and they were not opposed. Greg said that there was one thing that Dale and June were concerned about, and that was replacement of their septic system. Greg said that their system was outdated, and they would have 10 months from the date of approval to update it. He said that their future plans involved moving and if they moved out before the 10-month period, it would be a waste to put it in. Greg said that if they had to do it, they would. He added that if they moved out, it would be a new system sitting there and if someone moved in, they would probably rebuild. Dale said that if that person needed a bigger one, the new system would be junk. Deana said that Greg talked to her about it, and the County had a 10-month requirement on a system that was admittedly failing, or if they received a report that stated that it was not compliant. She added that if they moved out of the home and sold it, the new property owners would get a notice stating that the County was aware that the system was not compliant, and they would be required to update the system at that time if it happened in that 10-month period. Deana said that if they moved out of the home and did not sell it, they could abandon the old system and leave the house for cold storage. Dale said that they had two tanks and a drain field. Deana said that the tanks would have to be pumped, crushed, and filled. Dale said that it worked good because it was sloped, and they added the drain field when they moved there with their

kids. Greg said that it was a decision that they would not have to make right now and they were going to comply with the 10 months. He added that maybe they would have their house sold but would have to stay in it over winter so they could maybe just have a holding tank if that was acceptable. Deana said that it would be a decision that would be made through the Zoning Office. She added that their was a responsibility to have it upgraded because of the CUP application. Chair Youngbauer asked if there were any other questions of the Board. Hearing none, she moved on to the Findings of Fact and read the questions:

1. Will the requested use be compatible with the surrounding area?

Yes No **Why or Why not?**

Because it will improve the road in that area.

2. Will the requested use significantly depreciate nearby properties?

Yes No **Why or Why not?**

Because it had not depreciated them in the past for projects in other areas around town.

3. Will the establishment of the requested use impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area? Yes No **Why or why not?**

Because it will be reclaimed after 2 years and closed and it will improve the possibility for development.

4. Are adequate utilities, access roads, drainage and other necessary facilities being provided?

Yes No **Why or Why not?**

Because a private drive is being used.

The drainage was planned out and there were no other utilities that were required.

5. Have adequate measures been taken or will they be taken to provide off street/road parking and loading space to serve the proposed use? Yes No **Why or Why not?**

Because there is plenty of room for trucks and employees to park.

6. Are adequate measures in place to prevent or control offensive odor, fumes, dust, noise, and vibration so as not to constitute a nuisance, and measures taken to control lighted signs or other lights in such a manner that no disturbance to neighboring properties will result? Yes No **Why or Why not?**

Because in the application, they stated that there should not be more fumes or odor, and because there are measures in place to control dust on a daily basis.

7. Is the requested use consistent with the Wadena County Land Use Control Ordinance?

Yes No **Explain:**

Because it is construction that will enhance the community and improve the road.

Greg added that the location was close to the highway so they did not have to truck everything in and wear the highway out so this is a big benefit.

8. Is the requested use in conflict with the Wadena County Comprehensive Plan? Yes No **Explain:**

Because part of the plan is to maintain a safe, well-constructed road system.

The Wadena County Planning Commission has reviewed each of the required factors and established whether or not it is consistent with the land use ordinance and the Comprehensive Plan when deciding to recommend action for approval or denial of this application for Conditional Use to the Wadena County Board of Commissioners at their regularly scheduled meeting on February 3, 2026, around 9:15 a.m.

Based on the information provided and facts addressed above, Commissioner Trisha Kraemer, made a motion to recommend approval of the application with the foregoing findings of fact. Commissioner Randy Becker seconded the motion. A roll call vote was taken. Chair Linda Youngbauer – yes, Commissioner Randy Becker – yes, Commissioner Randy Wenthold – yes, Commissioner Trisha Kraemer – yes, Commissioner Mike Weyer – abstained.

Greg asked if February 3rd was a Tuesday. Deana said, yes, it would be the first Tuesday in February and she handed him a reminder card. She said that she would work with the Auditor to have the application as one of the first things on the agenda so he would not have to sit through the whole thing. Greg said that should work and he should be able to make it, but if not, he would have someone there to represent the application. With no further business, Commissioner Wenthold made a motion to adjourn the meeting and it was seconded by Commissioner Kraemer. Meeting adjourned at 7:27 P.M.



Deana Malone
Secretary/Zoning Administrator

Members Present: Chair Linda Youngbauer, Randy Wenthold, Trisha Kraemer, Mike Weyer, Randy Becker, Commissioner Bryan Winkels
Members Absent:
Guest Present: 6