

Meeting of the Wheatfield Township Citizens Advisory Committee appointed for the purpose of developing a revised zoning ordinance for Wheatfield Township

July 15, 2009

Members attending

Roger Graham
Dale Meyer
Sandra Phipott
Jim Reisinger

Members absent

Dennis Gilbert
Donald Krick, Sr.
Vince McCollum

Others present

none

No members of the public attended.

Jim Reisinger, Chairperson, convened the meeting at 7:10 PM.

Secretary's Report

The minutes of the meeting of June 17, 2009 were reviewed. Corrections were noted to page 3, item b. The last word in that item is correctly "subdivisions". Another correction is noted to item c. There should be a comma after the first word "if".

Any persons receiving these minutes should make those corrections.

A. Old Business

Discussion

The members discussed the Committee's prior business for the purpose of developing a final report. The consensus was to utilize the Committee's prior work without any major changes to develop that final report.

The report should include the following:

1. Introduction – stating the purpose for the Committee's formation and its work assignment.
2. Goal – stating the overall goal to be achieved through the Committee's work.
3. Objectives – stating the objectives to be accomplished in achieving the goal.
4. Recommendations to the Supervisors as to how to accomplish these objectives and, ultimately, the goal stated above.

Action

The items of business recorded as "Open" in the June 17, 2009, meeting minutes are regarded as "Closed". These items are not recorded in these minutes and may be referenced in the June 17 meeting minutes. Closed.

B. New Business

Discussion

The Committee discussed the preparation of its final report.

The consensus was that the Secretary should prepare a draft report for the Committee's review. The Committee would then make any necessary changes and the Secretary would prepare the final draft.

This meeting will not be closed, but continued as an Executive working meeting at a later date in order to approve the final draft of its report. That working session will be scheduled when the Secretary has completed the draft report.

Following the preparation of the final report, the Secretary shall send a written request to the Supervisors to be included on the agenda for the September Supervisors' meeting. The Secretary shall include a copy of the final report for the Supervisors' review in preparation for the September meeting. The Secretary will also request that copies of its report be made available to members of the public attending the September Supervisors' meeting.

The Secretary will formally present the Committee's final report at the September Supervisors' meeting.

Action

This concludes the Committee's work. These minutes will be distributed as a record of the work of the Committee, but the Committee's presentation to the Supervisors' meeting in September shall be the Committee's final report and that report should be considered to be a part of these minutes. Open.

C. Adjournment

The meeting was concluded at 8:30 PM by the Chairperson.

The formal adjournment will occur following the presentation of the Committee's report to the September Supervisors' meeting. Open.

Respectfully submitted

Dale Meyer
Recording Secretary

