

**CECIL COUNTY COMPREHENSIVE PLAN
CITIZEN OVERSIGHT COMMITTEE
Meeting Minutes
24 October 2007**

Present: Lane, Diane; Tapley, Donna; Folk, Patricia; Hodge, Robert; Polite, Dan; Day, Shawn; Smyser, Chuck; Broomell, Diana; Kilby, Phyllis; Edwards, Sandra; Derr, Dan; Priapi, Vic; Doordan, Pat; Whiteman, Will; Pugh, Mike; Clewer, Jeff; Butler, Eileen; Ellerton, Vaughan; Rossetti, Rupert; Cairns, Ed; Walbeck, Carl; Poole, John; Bennett, John; Schaub, Philip; Stewart, Gary; Whitehurst, Dan; Jackson, Ann; Gilley, Paula; Colenda, Sarah; Buck, Walter; Snyder, Linda; Shaffer, Henry; Guns, Mark; Demmler, Rebecca; Di Giacomo, Tony; Sennstrom, Eric

Absent: Denver, John; Thorne, Owen; Wiggins, Ken; Bolender, Brian; Duckett, Vernon; Cheney, Harold; Deckard, Donna; Bunnell, John

Call to Order: Commissioner Mark H. Guns called the meeting to order at 7:05 p.m. and welcomed the members of the Committee.

Commissioner Guns thanked the committee members for the spirit of volunteerism and for their willingness to serve on this important Committee.

Commissioner Guns introduced Dr. Diane Lane and announced that the Board of County Commissioners had selected Dr. Lane to be the Chairperson of the Citizen Oversight Committee. Dr. Lane presented her welcoming remarks and expectations for the committee. The members of the Committee proceeded to introduce themselves to each other.

Commissioner Guns proceeded to read the Citizen Oversight Committee's charge and explained their purpose.

Director Sennstrom presented an overview of the Committee's scope of work and the role that the members, staff and consultant will play in the execution of the Committee's duties.

Dr. Lane introduced the Committee's rules of procedure and guiding principals and explained the contents of the resource and reference manual. The meeting times and dates will be posted on the Planning & Zoning portion of the County's website. Discussion ensued regarding the optimal time for meetings to be held. The Committee agreed to hold their meetings from 6:30 p.m. to 8:30 p.m. on Wednesday evenings. The next meeting will be held on 14 November 2007 at 6:30 p.m.

Dr. Lane presented an explanation of the sub-committees that will be formed as part of this process and asked the members to list their 1st, 2nd, and 3rd choices for sub-committee assignment. Dr. Lane will reveal sub-committee assignments at the 14 November 2007 meeting.

Ed Cairns asked about frequency of sub-committee meetings. Dr. Lane responded that the sub-committee will determine how often they will need to meet. John Poole inquired about the College's video conferencing capabilities. Dr. Lane explained the extent of the College's abilities.

Dr. Lane announced that a sub-committee will be formed to interview the two respondents to the County's solicitation for consultant services to assist in the drafting of the Comprehensive Plan. The sub-committee will consist of John Denver, Sandra Edwards, Chuck Smyser, Mike Pugh, Donna Tapley, Robert Gell, and Rupert Rossetti. The sub-committee will interview the respondents and report back to the full committee as to their recommendation. The entire Oversight Committee will select the consultant. Dr. Lane requested Director Sennstrom to schedule the interviews with the respondents.

Rupert Rossetti questioned whether consensus or simple majority would rule. Dr. Lane stated that simple majority would rule. Dan Derr queried regarding item four of the rules of procedure. John Poole wanted to know if a proxy would be permitted to attend in the absence of the regular member. Dr. Lane will check and report back at the next meeting. Dr. Gell asked about alternates being designated to attend in the absence of a regular member. Dr. Lane will consult with the Commissioners for guidance on these issues.

Tony Di Giacomo presented an overview of the County's present situation vis-à-vis our geographic location and the growth pressures that are being exerted on the County.

Robert Hodge inquired as to how citizens will be able to provide input to the Committee during this process. Discussion ensued on potential means to include public comment in the Committee's work. Dr. Lane will ruminate on potential methods to incorporate public comment. Ed Cairns stated that it is a good idea to accept public comment. Sarah Colenda stated that public comment should be submitted in writing to the sub-committees. Dan Whitehurst reminded the members of the Committee that each of them are citizen representatives for a segment of the population.

Vaughan Ellerton wanted to know what the sub-committee reports will look like. Dr. Lane indicated that each sub-committee report will be reviewed by the entire committee and then be given to the consultant to provide direction and guidance. Dr. Lane suggested that the consultant could use a charrette to receive public feedback on the draft document. John Poole wanted to know if the Committee's agendas will be published. Dr. Lane stated that agendas will be posted 5 days prior to the meetings. Dr. Lane stated that the sub-committee assignments will be on the next meeting agenda and she would like to have a representative from MDP attend to present an explanation of the comprehensive plan process.

Carl Walbeck suggested providing a copy of Article 66B of the Annotated Code for each member of the Committee. Phyllis Kilby suggested providing a copy of the County's Land Preservation, Parks and Recreation Plan to each member of the Committee. Paula Gilley wanted to know the identity of the vice chairperson.

Dr. Lane will check with the County Commissioners and report back to the Committee. Robert Hodge stated that the Committee should select the vice chairperson.

Adjournment: The meeting adjourned at 8:10 p.m.

Next Meeting: 14 November 2007, 6:30 p.m., Cecil College, Rm. 208

Respectfully Submitted:

Eric S. Sennstrom, AICP
Director – Planning & Zoning