



MEMORANDUM OF MEETING

DATE: April 11, 2002
MEETING DATE: March 26, 2002
PLACE: Bareville Fire Hall
TIME: 6:30 pm
SUBJECT: PA 23 EIS
Community Advisory Committee,
Meeting No. 2
KCI Job Order No. 18-01017

**Reminder – Please
return your camera
in the postage-paid
envelope
by April 26, 2002.
Thank you.**

ATTENDEES:

Eric Bachman, Member
Tom Baldrige, Member
John Bare, Member
Henry Beiler, Member
Herman Bontrager, Member
William Brubaker, Member
Frank Christoffel, Member
George Clair, Member
Mary Clinton, Member
Bill Ebel, Member
Sylvan Fisher, Member
Richard Fulcher, Alternate
Steve Gabriel, Alternate
Katie Glick, Member

Lisa Greaves, Member
Randolph Harris, Member
Bill Hoffman, Alternate
Frank Ludwig, Member
Doug Maitland, Member
Michael Middleton, Alternate
Vincent Paparo, Alternate
Russell Pugh, Alternate
Karen Weibel, Alternate
Fred Wissler, Member

Dan Sweigart, Visitor

Lisa Brozey, KCI Technologies, Inc.
Deb Holland, McCormick, Taylor and Associates, Inc.
Stacey Hostetler, KCI Technologies, Inc.
Laura Johnston, KCI Technologies, Inc.
Lugene Keys, KCI Technologies, Inc.
Bonnie Lembitz, KCI Technologies, Inc.
Mark Malhenzie, PENNDOT Engineering District 8-0
Dave Royer, Lancaster County Planning Commission
Scott Sternberger, KCI Technologies, Inc.

The purpose of this meeting was to welcome new members, review 02/26/02 meeting memorandum, finish discussion on Organization and Operating Principles, provide a project update, and to discuss the upcoming visioning session.

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1. **Welcome/Opening Remarks** – Lugene Keys (LK) welcomed the CAC to the meeting and asked everyone to sign in. LK explained for organization purposes the members and alternates attending for their members should be seated at the table and other alternates in attendance should be seated at the tables behind the members.

LK explained that KCI has additional representatives here tonight to take photos of the CAC for the purpose of demonstrating public involvement. LK announced that we have achieved full membership of the CAC with most members present tonight. LK announced new alternates in attendance – Steve Gabriel for Mary Clinton, Richard Fulcher for Larry Knepper, and Vincent Paparo for Fred Wissler.

LK reviewed the membership matrix at the front of the room showing the membership and the areas of interest they represent. LK explained that if any member felt there was a need to have an additional area of representation to please let her know. This would then be brought to the CAC for discussion.

2. **Welcome of New Members** – LK explained that we have six out of seven of our new members present tonight. LK had new members introduce themselves.
3. **Memorandum of Meeting from March 26, 2002** – LK indicated that copies of the memo were sent out in a packet and asked if the CAC had received their copies. The indication from the CAC was the memo was received. LK indicated that she had received no changes within the allotted 10 days and assumes the memo is correct as sent out. No discussion from the CAC on this item.
4. **CAC Organization and Operating (O/O) Principles Review** - LK indicated that a revised draft of the O/O Principles was sent out with the packet for everyone to review. LK explained that the Organizational principles were adopted as presented at the last meeting and the only change was to the Operating Principles. LK explained that text was added under the Consensus heading at the request of the CAC during the last meeting. LK asked for comments or questions.

One member indicated that a letter was sent to PA Transportation Secretary Mallory and has not yet received a response. He asked how the response to this letter would affect the decision the CAC is making now. Lisa Brozey (LB) explained that the CAC could accept this now and pending the response from Sec. Mallory the CAC could change or make adjustments as necessary.

Again, LK asked for comments and questions. The CAC and Project Team held discussions about the terms consensus and majority and the need to document all opinions. As a result of this discussion, text would be added to the Operating Principles to reflect a 2/3 majority needed for consensus and that all sides of the discussion would be documented for full understanding of the issue. It was agreed that the group may not reach consensus on every issue.

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5. **Project Update** – LB explained the various studies currently going on in the project area. The studies include: Farmland Interviews, Historic Resources Review, Wetland Studies and detailed engineering design work. LB explained upcoming is the Visioning Conference with Norman Day to discuss land uses.

A CAC member asked for detailed information on the various studies currently underway. LB reviewed each study in detail and provided KCI contact names. The CAC member indicated he would like to talk to LB more after the meeting.

6. **Visioning Workshop** – LB reviewed the purpose of the Visioning Workshop and the two-day schedule. The CAC was given a handout to better explain the conference. LB reviewed the CAC's part in the conference. LB explained that dates had not yet been set-up for the conference but that the project team was looking at the end of May. LB explained that we are waiting to hear from the agencies.

A CAC member questioned why the split between Day One and Day Two attendees. Day One is for the municipalities and Day Two is for the CAC and Agencies. LB explained that this would better help the project team to hear from everyone their concerns and questions and allow those municipalities to work together on land use issues since they are going to be the ones to make the ultimate decision regarding land use. LB explained that minutes from both days would be provided. LB further explained that someone from each municipality would be asked to attend the Day Two session and provide an overview of the previous day's discussions.

A CAC member asked if the CAC could attend Day One as an observer. LB indicated that this would be possible but that they would be an observer only and they could not participate in any of the discussions or exercises.

LB explained that as part of the visioning conference we are asking the CAC to go out and take picture of good and bad examples of Land Use in the area. She explained this will be a good barometer of the what the group thinks is good versus bad and give the project team a better understanding of what the community wants to accomplish in land use planning.

LB explained that included in the camera packet is a picture table/log and we want you to take pictures and provide a brief description of what the picture is, where it was taken, what is positive or negative about the photo. LB also explained that the envelope to mail back the camera is already addressed and stamped. LB asked that the cameras be sent back within two to three weeks.

7. **Open Discussion** – LK explained that in an effort to keep honest and open discussions flowing between the project team and the CAC, a packet of information was sent out containing copies of correspondence generated by CAC members since the last meeting. The correspondence included: a CAC member's input on

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the Organization and Operating Principles, a CAC member's letter to PENNDOT about the CAC, and a CAC member's letter to PA Transportation Secretary Mallory about the CAC. LK added that we have two additional items – a letter of resignation from Tom Stouffer and a survey requested by a CAC member from Mark Malhenzie. LK asked for comments or questions on any of the items.

One member asked about the alternate versus member situation and his concern about the alternate not being able to convey their ideas. The CAC and Project Team held discussions about the alternates' position in the CAC and their seating arrangements. At the end of the discussion, it was agreed upon by the CAC that alternates would sit at the table beside their member so they are able to communicate ideas and concerns. However, only the member will be allowed to speak or the alternate in the member's absence. The Project Team will design Name Tents to be placed on the table to help determine who is the member versus the alternate. The general consensus of the CAC was that this was a good change.

An individual questioned his membership, asking if his application for membership was received and if he would take the place of Tom Stouffer. LK explained the set-up of the CAC and indicated that his application would be kept on hand in the event that a member quit or if a member wanted to review the applications to find an alternate. LK explained that Tom Stouffer was nominated to the CAC as an alternate from the Economic Vitality, Finance and Transportation Study Group and that the project team would look to the Study Group to nominate an alternate to take his place. LK explained that an additional person was nominated for membership from that Study Group and they would be approached to fill the alternate position.

LK asked for other questions. No questions from the CAC. LK announced that we would be getting back to them in the future with a date for the Visioning Workshop. LK thanked everyone for coming. The meeting was adjourned at 8:45 pm.

We believe that the above accurately reflects the key points of discussion during this meeting. However, input that reflects a difference in understanding, or further explanation important to the purpose of the CAC and the meeting summary is encouraged. A request for modification or inclusion of additional information should be forwarded to Lugene Keys, Facilitator within ten (10) days of receipt of the meeting summary. If no requests are received within this time frame, we will assume that all in attendance concur with the accuracy of this transcript.

CC: CAC Members
Project Team
Steering Committee

ATT: Project Area Map for Use with Land Use Photo Exercise
Correspondence from Frank Christoffel on a Discussion Item from Meeting No. 1
Correspondence from Herman Bontrager on Consensus