

At 7:03 PM Chairman Jim Rape stated that since there is *no quorum the meeting is unofficial.*

Members Present:

Jim Rape, Stuart Thompson, Nick Madaffari, Brian Miller CEO and Bette Spithaler Secretary

Visitors:

None

Public Comment:

None

Approval of Minutes:

Since there was no quorum the minutes for the November 26, 2019 will be presented for approval at the January 28, 2020 meeting.

New Business:

None

Old Business:

None

Other

Chairman Jim Rape presented a sample of an Application Completion Form. He explained that the form was created solely for township administrative use in order to keep track of all the submitted applications, reviews and approvals.

Adjournment:

Chairman Jim Rape adjourned the Unofficial Meeting at 7:28 PM.

Next Planning Commission Meeting January 28, 2020

Respectfully submitted

Bette Spithaler, Secretary