

# **CRAWFORD COUNTY PLANNING COMMISSION**

## **2024 Organization Meeting Minutes Crawford County Public Safety Building, Meadville, Pennsylvania**

Commissioner Mattocks, Vice-Chair, called the 2024 Organization Meeting of the Crawford County Planning Commission to order at 3:03 p.m. on January 22, 2024.

### **1. Roll Call:**

#### **Planning Commission Members Present –**

Ron Mattocks, Vice-Chair  
Jessica Hilburn, Secretary  
Austin Rock, Treasurer  
Stacey Ross  
Stephanie Thauer

#### **Planning Commission Members Absent –**

Rebecca Dawson  
Kristin Hauser

#### **Planning Office Staff Present-**

Zachary Norwood

#### **Other Attendees –**

Scott Schell, Crawford County Commissioner  
Christopher Seeley, Crawford County Commissioner

### **2. Public Comment**

No Public Comment

### **3. Presentation of Slate of Officers for 2024:**

Discussion on possible slate of officers. Commissioner Ross proposed a slate of officers for the 2024 assembly of the Crawford County Planning Commission. The slate included Commissioner Hilburn as the Commission's Chairman, Commissioner Mattocks as the Vice-Chairman, Commissioner Ross as Secretary, and Commissioner Rock as Treasurer.

### **4. Election of Crawford County Planning Commission Officers for 2024:**

Commissioner Mattocks requested a motion of the previously mentioned slate of officers. Commissioner Hilburn moved to adopt the slate of officers. Commissioner Rock seconded. Motion carried unanimously.

### **5. Standing Committee Assignments for 2024:**

Commissioner Hilburn suggested a motion to the table the 2024 Standing Committee Assignments pending further discussion about reorganization of committees. Commissioner Mattocks motioned. Commissioner Ross seconded. Discussion. Motion carried unanimously.

**6. Adoption of Regularly Scheduled Meeting Dates for 2024:**

A. **Regular Meeting Dates for 2024** – Mr. Norwood presented an overview of the proposed regular meeting dates/locations for the 2024 assembly.

- February 26, 2024 – Cochranon Public Library
- March 25, 2024 - Conneaut Lake Municipal Building
- April 22, 2024 - Cambridge Springs Public Library
- May 22, 2024 – Richmond Township Recreation Building
- June 24, 2024 – Benson Memorial Library (Titusville)
- July 22, 2024 – Meadville Public Library
- August 26, 2024 – Cochranon Public Library
- September 23, 2024 – Conneaut Lake Municipal Building
- October 28, 2024 – Cambridge Springs Public Library
- November 18, 2024 – Richmond Township Recreation Building
- December 16, 2024 – Benson Memorial Library (Titusville)

B. **Organization Meeting date and January Planning Commission meetings for 2025 (January 27<sup>th</sup>, 2025)** – Mr. Norwood stated that the 2025 Organizational Meeting of the Crawford County Planning Commission is proposed for Monday, January 27<sup>th</sup> 2025 at the Meadville Public Library.

Commissioner Hilburn made a motion to adopt the proposed dates/locations for the 2024 Regular Meeting Schedule and 2025 Organizational Meeting. Commissioner Mattocks seconded. Discussion. Motion carried unanimously.

**7. Adjournment:**

Commissioner Mattocks made a motion for adjournment. Commissioner Hilburn seconded. The 2024 Organization Meeting of the Crawford County Planning Commission adjourned at 3:12 p.m. on Monday, January 22, 2024.

Respectfully submitted,

Jessica Hilburn, Secretary  
Ann Knott, Recording Secretary  
**Crawford County Planning Commission**

cc: Crawford County Board of Commissioners  
**Crawford County Planning Commission February 2024**