

MONTROSE BOROUGH ZONING HEARING BOARD MINUTES

January 18, 2022

1. Roll call – Richard Griffith (Chairman) – Present

Mary Ann DeWitt (Vice-Chairman) – Present

James Sample - Present

Cynthia Goodman – Absent

Carla Whitney – Absent

Teresa LaRue - Present

Quorum in place with four of the Board Members Present.

2. Nomination of Officers for the year 2022 –

- a) James Sample made a Motion to appoint Richard Griffith as Chairman of the Board; Seconded by Mary Ann DeWitt – all voted in favor, Motion Carried.

- b) Mary Ann DeWitt made a Motion to appoint Carla Whitney as Vice-Chairman of the Board; Seconded by Teresa LaRue – all voted in favor, Motion Carried.

3. At 6:18 P.M. the Meeting was called to Order by Chairman, Richard Griffith.

4. Pledge of Allegiance.

5. The Agenda for the January 18, 2022 Meeting was read by the Board Secretary; James Sample made a Motion to accept the Agenda as read; Seconded by Mary Ann DeWitt – all voted in favor, Motion Carried.

6. The Board Minutes of October 19, 2021 were read by the Board Secretary; James Sample made a Motion to accept the Minutes as read; Seconded by Mary Ann DeWitt – all voted in favor, Motion Carried.

7. Richard Griffith made a Motion to continue with Attorney Paul Litwin as Counsel for this Board; Seconded by Mary Ann DeWitt – all voted in favor, Motion Carried.
8. Richard Griffith made Motion to continue with Elaine Petrzala as Secretary for this Board; Seconded by Teresa LaRue – all voted in favor, Motion Carried.
9. James Sample made a Motion for the 2022 meeting dates to be continued on the third Tuesday of each month; Seconded by Mary Ann DeWitt – all voted in favor, Motion Carried. Richard Griffith asked the Secretary to submit the meeting dates for 2022 to each of the Board Members by email.
10. Public Comment – Noted for the record there was no Public Comment.
11. Unfinished Business – None.
12. New Business – The Board Members asked if the State Ethics Forms had been received yet and the Secretary advised that they had not yet been received by the Borough Secretary; however, when they are received, she will distribute them to the Board Members for completion and return to the Borough Secretary, Lillian.

Cynthia Goodman has resigned from the Montrose Borough Zoning Hearing Board and Richard Griffith has Welcomed Teresa LaRue to the Zoning Hearing Board as a regular member. Richard Griffith will ask the Borough Council to appoint a new Board Member as an Alternate.

The Secretary has advised the Board Members that the website for the Zoning Hearing Board is up and running.

James Sample suggested adding to the Minutes the following statement. It has come to the Zoning Hearing Board's attention of a question regarding a previous

Hearing and as a point of clarification, such matters should be presented to the Montrose Borough Council and then it will come to the Zoning Hearing Board if it comes to an Appeal.

13. James Sample made a Motion to adjourn the Meeting at 6:42 P.M.; Seconded by Teresa LaRue – all voted in favor, Motion Carried.

14. Attendance Sheet attached hereto and made part hereof. Individuals are listed thereon.

Respectfully submitted,



Elaine Petrzala, Secretary
Montrose Borough Zoning Hearing Board