

Meeting Agenda
Burroughs Mining Application and Special Land Use Permit Review Kickoff

Date: April 8, 2026 **Time:** 10 A.M.

Location: Civic Center

1. Call to Order

Supervisor Ric Davis.

2. Roll Call / Introductions

Introduction of attendees and participating representatives:

- Representative experts from Burroughs Mining Company
- Reuben Maxbauer
- Greg Need, Township Counsel
- Jerry Fisher, Special Counsel
- Brian Galley, Planning Commission Chair
- Kevin Sclesky, Planning Commissioner and Board Trustee
- Ric Davis, Township Supervisor
- Megan Masson-Minock, Senior Planner, Carlisle/Wortman
- Amanda Gruzin, Resident
- Chris Todd, Resident
- Representatives of Ramboll, Environmental Expert Review Firm
- Sarah Richmond

3. Purpose of Meeting

To formally initiate the review of the Burroughs Mining application and related special land use permit request, and to establish the structure, roles, review procedures, and project management framework for the process moving forward.

4. Review of Actions Completed to Date

- Summary of application submission and status
- Review of Township actions completed to date
- Summary of consultant selection and engagement
- Overview of preparatory legal, planning, and administrative steps already undertaken

5. Establishment of Review Structure

Discussion regarding the overall framework for the review process, including:

- Process organization and sequence of review

- Coordination among Township staff, consultants, legal counsel, Planning Commission leadership, and applicant representatives
- Expectations for communication, reporting, and procedural transparency
- Development of a clear structure for moving forward with a thorough review of the application

6. Project Leadership and Coordination

Discussion and confirmation of Megan Masson-Minock as Project Director for the review process.

Responsibilities to include:

- Working directly with Brian Galley and Kevin Sclesky
- Assisting in development of review materials and deliverables for the Planning Commission
- Coordinating planning, consultant, and procedural review tasks
- Helping organize timelines, milestones, and reporting expectations

7. Scope of Review and Deliverables

Discussion of the expected scope of review, including:

- Planning and zoning considerations
- Special land use standards
- Environmental and technical review components
- Legal and procedural considerations
- Identification of key deliverables to be prepared for the Planning Commission
- Establishment of review milestones and anticipated next phases

8. Environmental Expert Review

Presentation and discussion with representatives of Ramboll concerning:

- Their role as the Township's selected environmental expert review firm
- Proposed approach to technical and environmental review
- Coordination with Township leadership, planning staff, and legal counsel
- Preliminary identification of issues requiring further expert evaluation

9. Legal and Procedural Considerations

Discussion led by Township Counsel Greg Need and Special Counsel Jerry Fisher regarding:

- Applicable legal standards
- Special land use permitting procedures
- Due process requirements

- Hearing process considerations
- Maintenance of a fair, defensible, and transparent review record

10. Budget and Escrow Fund Discussion

Review and discussion of:

- Project budget considerations
- Escrow fund structure and administration
- Consultant and expert review costs
- Financial management procedures related to application review
- Process for tracking and authorizing review expenditures

11. Public Process and Community Considerations

Discussion regarding:

- Public transparency throughout the review process
- Role of resident input
- Communication expectations with the community
- Commitment to a careful, fact-based, and orderly process

12. Next Steps

- Identification of immediate action items
- Assignment of responsibilities
- Preliminary schedule for future meetings and review milestones
- Confirmation of anticipated deliverables for the Planning Commission

13. Closing Remarks

Closing comments by Supervisor Ric Davis and acknowledgment of participating attendees and consultants.

14. Adjournment