

## MINUTES

### MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – September 25, 2018 - 7:30 p.m. – MCRPC Offices

<b>MUNICIPALITY</b>	<b>PRESENT</b>	<b>ABSENT</b>
FARRELL CITY		Stephen Bennefield Kimberly Doss
HERMITAGE CITY	Jeremy Coxe	James Holl
SHARON CITY	Stephen Theiss	Frank Connelly
CLARK BOROUGH		James Carucci, Sr.
FREDONIA BOROUGH	Patricia McAdams	Bob Reagle
GREENVILLE BOROUGH	Janet Earle	Benjamin Beck
GROVE CITY BOROUGH	Shawn P. Myers	
JACKSON CENTER BOROUGH		Robert Egger
JAMESTOWN BOROUGH		
MERCER BOROUGH	Caroline DaCosta	
NEW LEBANON BOROUGH		
SANDY LAKE BOROUGH	Glenn Leech Donald Oakes	
SHARPSVILLE BOROUGH		Alex Kovach Guy Moderelli
STONEBORO BOROUGH	John Sweet	
WEST MIDDLESEX BOROUGH		Maleia James Robert Lark
WHEATLAND BOROUGH		Dave Jones Patricia Lewis
COOLSPRING TOWNSHIP	Robert L. McGhee	Don Blakesley
DELAWARE TOWNSHIP	William E. Anthony	
E. LACKAWANNOCK TOWNSHIP		William Hackwelder
FAIRVIEW TOWNSHIP		Mont Clark
FINDLEY TOWNSHIP	John B. Courtney	Steve Paxton
GREENE TOWNSHIP		Ken Cowher Paul Csonka
HEMPFIELD TOWNSHIP	Lisa Holm	Todd Hittle
JACKSON TOWNSHIP		Richard Marks Robert W. Pizor
JEFFERSON TOWNSHIP	Garth Falkner	William Dunn
LAKE TOWNSHIP		
LIBERTY TOWNSHIP	Dave Beatty Ron Faull	
NEW VERNON TOWNSHIP		Daniel L. Patterson
OTTER CREEK TOWNSHIP	Carl Swartz Paulette Young	
PERRY TOWNSHIP		
<b>MUNICIPALITY</b>	<b>PRESENT</b>	<b>ABSENT</b>

PINE TOWNSHIP	Fred Brenner Richard Stachel	
PYMATUNING TOWNSHIP	Gary R. Lowers	David Gregory
SANDY LAKE TOWNSHIP		Raymond Scofield
SHENANGO TOWNSHIP	Dennis DeSilvey	Matthew Stefanak
S. PYMATUNING TOWNSHIP	Bill Klumph Don Morrow	
SPRINGFIELD TOWNSHIP	Rick Dillaman	
WILMINGTON TOWNSHIP		Diana Caiazza Bryan Cummings
WOLF CREEK TOWNSHIP	Charles Weber	Gregory Chiappini
MERCER COUNTY	Jeff Fiedler Jeff Hoy James Hughes Sheryl Kelly Larry McAdams	James L. Hogan Patty McCluskey
<u>BOROUGHES ASSOCIATION</u>		
<u>SUPERVISORS ASSOCIATION</u>		
COUNTY COMMISSIONER	Matt McConnell	

STAFF

Daniel Gracenin, Executive Director  
Carmen Reichard, Assistant Director  
Brian Barnhizer, Senior Planner  
Chris Conti, Senior Planner  
Matt Stewart, Senior Planner  
Lisa Holm, Senior Planner

OTHERS PRESENT

James Nevant II, Solicitor  
Norb Dietrich, Black, Bashor & Porsch, LLP

CALL TO ORDER

Mr. Jeremy Coxe, Chairman, called the meeting to order at 7:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Dennis DeSilvey, Vice-Chairman, led the Commission in the prayer and Pledge of Allegiance.

ATTENDANCE SIGN IN

An attendance sign-in sheet was passed around and representatives present were asked to mark their attendance. **A quorum was present.**

PUBLIC COMMENTS ON ANY AGENDA ITEM

There were no public comments.

MINUTES OF THE MAY 22, 2018 MEETING

A motion was made by Mr. Falkner and seconded by Mr. Morrow to approve the Minutes of the May 22,

2018 meeting with no additions, corrections or deletions. The motion passed.

#### FINANCIAL STATEMENT

Mr. Gary Lowers, Treasurer, presented the May, June, July and August 2018 Financial Statements. A motion was made by Mr. Falkner and seconded by Mr. Sweet to approve the May, June, July and August 2018 Financial Statements as presented. The motion passed.

#### RATIFICATION OF COMMITTEE ACTIONS DURING SUMMER

Mr. Coxe, Chairman, noted that the Commission will need to ratify the Executive Committee and Finance-Personnel Committee actions taken during the summer months. The Committees approved to keep the current Highmark BC/BS Health Insurance with 0% increase for coverage effective 12/1/2018 – 11/30/2019. A motion was made by Ms. McAdams and seconded by Mr. Klumph to ratify the Executive Committee and Finance-Personnel Committee actions during the summer months. The motion passed.

#### REPORT ON 2017 MCRPC AUDIT

Mr. Norbert Dietrich, Partner with Black, Bashor and Porsch presented the 2017 MCRPC audit. He noted that there were no findings; MCRPC has a clean audit and clean opinion. He noted that the Commission's financial statements are prepared on a cash basis. He noted that the Commission did not receive \$45,000 in revenue, which was in their budget. Mr. Gracenin mentioned that the Commission did not receive all of their revenue due to the fact that under our CDBG program, we were informed not to invoice for work that had been spent due to the way the State is auditing us. There being no questions or discussion, a motion was made by Mr. Beatty and seconded by Mr. Morrow to approve the 2017 MCRPC audit. The motion passed.

#### PROGRESS REPORT

Mr. Gracenin, Executive Director, mentioned that there was a handout at the front table that describes the progress on MCRPC's major projects from the period of October 2017 – September 2018. (A copy is attached to and made a part of the permanent record of Minutes.) Mr. Gracenin mentioned that the Tri-County Landfill lawsuit got pushed further to mid-November. Attorney Jim Nevant highlighted briefly on this lawsuit.

#### PMRS MINIMUM MUNICIPAL OBLIGATION (MMO)

Mr. Gracenin, Executive Director, explained that under MCRPC's pension plan, MCRPC is required to annually inform the governing body of their expected obligation of the Minimum Municipal Obligation (MMO). This MMO will be MCRPC's 2019 bill for their pension plan and must be paid by the end of 2019. The payment is calculated from the 2018 wages of the employees covered under the plan. In 2019, MCRPC will be responsible to pay \$17,946. A motion was made by Mr. Falkner and seconded by Mr. Morrow to approve the Minimum Municipal Obligation (MMO) for 2019 in the amount of \$17,946. The motion passed.

#### CDBG COOPERATION AGREEMENT – MERCER COUNTY

Mr. Conti, Senior Planner, explained that authorization is needed to enter into the standard cooperation agreement with Mercer County to provide full administration by MCRPC of their FY 2018 CDBG program. Mr. Conti briefly explained how the projects are administered. There being no discussion, a motion was made by Mr. Falkner and seconded by Mr. Klumph to approve entering into the standard Cooperation Agreement with Mercer County to provide full administration by MCRPC of their FY 2018 CDBG program.

The motion passed with Commissioner Matt McConnell abstaining.

#### CDBG COOPERATION AGREEMENT – FARRELL CITY

Mr. Conti, Senior Planner, explained that authorization is needed to enter into the standard cooperation agreement with Farrell City to provide full administration by MCRPC of their FY 2018 CDBG program. Mr. Conti briefly explained how the project is administered. There being no discussion, a motion was made by Mr. McGhee and seconded by Mr. Falkner to approve entering into the standard Cooperation Agreement with Farrell City to provide full administration by MCRPC of their FY 2018 CDBG program. The motion passed.

#### ZONING & SUBDIVISION REVIEW COMMITTEE REPORT

Mr. Larry McAdams, Committee Chairman, noted that the Committee met September 18, 2018, a quorum was present, and reviewed the following items:

1. Springfield Township Zoning Ordinance – Text Amendments – Mr. McAdams stated that Springfield Township has made several amendments to the Zoning Ordinance originally adopted April 5, 2016. At this time the proposal is to incorporate and reorganize those amendments while updating several definitions. **A motion was made by Mr. McAdams that we approve the Springfield Township Zoning Ordinance updates as presented. Mr. Hughes seconded. The motion passed.**

2. Delaware Township – Shenango RV Park Modifications and Final Land Development Plan – Mr. McAdams noted that the site is owned and managed by Adventure Bound Camping Resorts. The final plan proposes increasing the number of RV sites to 391 sites including several park model RV's which remain on site and can be rented. Adventure Bound Camping Resorts requested several modifications at the preliminary plan stage that are resolved with this final plan. They are still requesting the following modifications due to existing site conditions at the property:

---Park Model Recreational Vehicles are not included in the current Recreation Vehicle Definition – 9 of these were located on the site at the preliminary plan stage and they are requesting those remain and several more be added.

---At preliminary plan stage we granted a modification to the road widths which are proposed to be widened as needed. However, the steep site and existing roads within the park exceed some slope requirements. Due to the seasonal nature of the park, winter conditions would not be an issue on the provide roads.

**A motion was made by Mr. McAdams that we approve the two modifications: 1) to allow the existing cabins and up to 20 Park Model RV cabins; and 2) to allow the existing internal cart ways to exceed the maximum allowable slopes due to no winter use or maintenance. Mr. Hughes seconded. The motion passed with Mr. Morrow abstaining.**

Next, Ms. Holm noted that that the Final Plan including 391 RV sites including additional site improvements for this park **has been tabled until additional information and reviews are available** from DEP for sewage and storm water management.

#### OTHER BUSINESS

Mr. Gracenin mentioned that next month we may not have a meeting due to the fact that Matt and himself will be at State College for PennDOT meetings during that time. The only reason we would hold a meeting would

be if something pops up or the zoning and subdivision committee had some items.

Mr. Conti gave a brief overview of the County CDBG applications.

ADJOURNMENT

With no further business or discussion, a motion was made by Mr. Hoy to adjourn the meeting at 8:05 p.m.

Submitted and Certified By:

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Carl Swartz, Secretary – MCRPC

Date: \_\_\_\_\_