

MINUTES

MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – March 22, 2016 - 7:30 p.m. – MCRPC Offices

MUNICIPALITY	PRESENT	ABSENT
FARRELL CITY		Stephen Bennefield Kimberly Doss
HERMITAGE CITY	Jeremy Coxe	
SHARON CITY		Frank Connelly Stephen Theiss
CLARK BOROUGH		James Carucci, Sr.
FREDONIA BOROUGH	Patricia McAdams	Bob Reagle
GREENVILLE BOROUGH	Lisa Holm	Pamela Auchter
GROVE CITY BOROUGH		Shawn P. Myers
JACKSON CENTER BOROUGH		Robert Egger
JAMESTOWN BOROUGH	William LeBarron	
MERCER BOROUGH	Jerry Johnson	
NEW LEBANON BOROUGH		
SANDY LAKE BOROUGH		Helena Bence
SHARPSVILLE BOROUGH		Alex Kovach Guy Moderelli
STONEBORO BOROUGH	John Sweet	
WEST MIDDLESEX BOROUGH		Maleia James Robert Lark
WHEATLAND BOROUGH		George Ashby Dave Jones
COOLSPRING TOWNSHIP	Robert L. McGhee	David Moon
DELAWARE TOWNSHIP	William E. Anthony	Melissa L. Osborne
E. LACKAWANNOCK TOWNSHIP	Nancy Givens	
FAIRVIEW TOWNSHIP		Jane Clark Mont Clark
FINDLEY TOWNSHIP	John B. Courtney	Steve Paxton
HEMPFIELD TOWNSHIP		Todd Hittle
JACKSON TOWNSHIP	Richard Marks	Robert W. Pizor
JEFFERSON TOWNSHIP	Garth Falkner	William Dunn
LACKAWANNOCK TOWNSHIP		Richard Schuller Jody Scopack
LAKE TOWNSHIP		
LIBERTY TOWNSHIP	Dave Beatty Ron Faull	
NEW VERNON TOWNSHIP		Daniel L. Patterson
OTTER CREEK TOWNSHIP	Carl Swartz Paulette Young	

<u>MUNICIPALITY</u>	<u>PRESENT</u>	<u>ABSENT</u>
PERRY TOWNSHIP		
PINE TOWNSHIP	Fred Brenner George Hagstrom	
PYMATUNING TOWNSHIP		Gary R. Lowers
SANDY LAKE TOWNSHIP	Helen Winger	Raymond Scofield
SHENANGO TOWNSHIP	Dennis DeSilvey	Matthew Stefanak
S. PYMATUNING TOWNSHIP		Rose Lyons Don Morrow
SPRINGFIELD TOWNSHIP		Rick Dillaman
WILMINGTON TOWNSHIP	Diana Caiazza	Chad Taylor
WOLF CREEK TOWNSHIP	Jim Morton	Gregory Chiappini
MERCER COUNTY	Jeff Hoy James Hughes Larry McAdams	Jeff Fiedler James L. Hogan Sheryl Kelly Patty McCluskey
BOROUGH ASSOCIATION		
SUPERVISORS ASSOCIATION		
COUNTY COMMISSIONER	Matt McConnell	

STAFF

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

OTHERS PRESENT

James Nevant II, Solicitor

CALL TO ORDER

Ms. Diana Caiazza, Chairwoman, called the meeting to order at 7:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Garth Falkner, 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 JANUARY 26, 2016 MEETING

A motion was made by Mr. McAdams and seconded by Mr. Beatty to approve the Minutes of the January 26, 2016 meeting with no additions, corrections or deletions. The motion passed.

FINANCIAL STATEMENTS

Mr. Dennis DeSilvey, Treasurer, presented the January and February 2016 Financial Statements. A motion was made by Mr. Hoy and seconded by Ms. McAdams to approve the January and February 2016 Financial Statements as presented. The motion passed.

STAFF REPORTS

Mr. Matt Stewart, Senior Planner, mentioned that we will soon be updating the Long Range Transportation Plan through the MPO, which is required every four years. A kick-off meeting will be held in a couple of weeks and we would like to have all the municipalities that are involved to let us know what their transportation needs are over the next 20+ years.

ZONING & SUBDIVISION REVIEW COMMITTEE REPORT

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

1. Hempfield Township Zoning Ordinance – Text Amendment – Mr. McAdams explained that Hempfield Township is proposing to add Public Schools to the permitted uses in the Residential District along with College, Preparatory School and Boarding School. A motion was made by Mr. McAdams that we recommend approval of the text amendment for Hempfield Township Zoning Ordinance. Mr. Hughes seconded. The motion passed.

2. Modification Request – Shenango Township – Darryl & Erica Johnson – Mr. McAdams explained that the owners of the Johnson property requested a modification of the 4:1 lot depth to width ratio [Section 403.3:5]. The existing house is situated on proposed Lot 2A, which meets requirements. The remaining lands lot does not meet the 4:1 requirement; however the useable area is to the rear of this parcel due to the sewer system. It was noted that the septic system for the existing house is on the front of both properties which includes some of the spray field on the remaining lands. The plan shows an easement granted over the remaining lands for the existing spray field and isolation area. The Committee suggested that they adjust the property line in order to include both of the spray heads on Lot 2A for maintenance purposes. A motion was made by Mr. McAdams that we recommend approval of this modification request with the recommendation that we request the property line adjustment to include the spray heads for the sewage facility for Lot 2A. Mr. Hughes seconded. The motion passed.

CDBG COOPERATION AGREEMENT – CITY OF FARRELL

Mr. Dan Gracenin, Executive Director, explained that MCRPC has been working with the City of Farrell in helping them with their CDBG Program. As of the end of 2015, the employee who administered the CDBG Program has retired and the City of Farrell is looking for assistance in administering their grant. Mr. Gracenin explained that he, along with Ms. Reichard and Mr. Conti went to the City Building to see if the MCRPC has enough staff time to administer and take over this grant. Mr. Gracenin mentioned that he had discussed this

with the Executive Committee prior to this meeting and they felt that MCRPC should be able to handle this extra work load since the administration of the City of Farrell CDBG program is light. The budget amount would be \$15,000/year and, if after one year, MCRPC decides that this work load is too much, we could then turn it back over to the City of Farrell. After brief discussion, a motion was made by Mr. Hoy to approve entering into the standard cooperation agreement with the City of Farrell to provide for administration by MCRPC of their FY 2015 CDBG Program. Mr. Brenner seconded. The motion passed.

PROGRAM – MCRPC VOTING REPRESENTATION

Mr. Gracenin, Executive Director, mentioned that there has been some confusion on voting members for all municipalities, and was hoping to clarify it a little more under the Articles of Agreement and Bylaws for MCRPC. First, a “member” is every municipal corporation including the County of Mercer which participates in the Articles of Agreement. A “representative” is a person appointed by the member, which are entitled to vote. He noted that it is not 1 vote per member, but 1 vote per representative. Mercer County can appoint 1 representative from the Board of County Commissioners and 9 additional at-large representatives. The other member municipalities that appoint representatives are based on population, which is 1 person per each 6,000 population, plus 1 person for a residual 4,000 of population or more. Representation from each member municipality, other than the County of Mercer, shall appoint 2 representatives (1 has to be an elected official and 1 from their local planning commission). If there is no local planning commission, then 1 appointed at-large, and representatives appointed shall be for a term of 3 years. In the case of the City of Hermitage and Sharon, they are entitled to 3 representatives due to the population of those municipalities. Minimum residency requirements state that all representatives must be residents of their community for a period of not less than 3 years.

Mr. Gracenin next clarified the Bylaws for MCRPC. He explained that the Bylaws were adopted in May 1995 and may be amended at any meeting of the Commission upon forty-five (45) days notice in writing to all members. A majority vote of all member municipalities with each member municipality entitled to one (1) vote shall be required for passage of any amendment. The Articles of Agreement can be amended by a 2/3 majority vote of the total membership of the Commission upon forty-five (45) days notice in writing to all members. He stated that 1994 was the last update to the Articles of Agreement. The Articles of Agreement were amended in 2010 when one (1) municipality was added as a MCRPC member which altered the member fee formula for each municipality. Under the Articles of Agreement, each member shall have the right to withdraw from the Commission at the end of any calendar year, by giving six (6) months written notice to the Commission. It was also noted that at all meetings of the Commission, a quorum shall consist of attendance by representative(s) of a majority of the member municipalities of the Commission.

Mr. Hoy suggested that it may be worthwhile to look at an update to the Bylaws and Articles of Agreement since technology has changed over the past 20 years. Mr. Gracenin agreed to set up an ad hoc committee to discuss/update these two documents and set up a meeting date. If anyone is interested in sitting on this ad hoc committee, to please talk to him after tonight’s meeting. After discussion, Mr. Hughes felt that this was a very informative program and suggested a meeting regarding Act 247 would be a good program.

OTHER BUSINESS

Mr. Gracenin next mentioned that he has spoken to a person who lives on Buhl Farm Drive in Hermitage who will be updating MCRPC’s website, starting from scratch, for a fee of \$2,500. It was also noted in his proposal that he can do normal maintenance (changes or updates) to the website at an additional fee, if we choose to do so.

Commissioner Matt McConnell mentioned that a fly over done of all properties with photographs in Mercer County will be compared to the last fly over that was started back in 1972. He noted that there was a ground breaking at the Hope Center in Sharon to help individuals deal with stress and will teach students to make ceramics, etc. CHIP is a group that will be putting together a non-profit spec building that will be built at Linden Point (similar to SEED which built 15 buildings). Mercer County Commissioners have agreed to move forward on spending money to repair bridges less than 20 feet long with no State or Federal dollars. Next, he noted that Judicial Sales have been ongoing at the County level. Judicial sales are anything overdue for over 3 years. The County will process for \$1,000 minimum about 1,000 properties that will be available through an auction. Mercer County also has an agreement with the City of Sharon and the School District that they would not have to pay fees until the property sells. Mercer County will offer same deal to other municipalities.

Mr. Gracenin stated that he attended the Township school last week and was informed that Act 13 money is now being audited. Municipalities should have receipts of how the dollars were spent for the money they received.

ADJOURNMENT

With no further business or discussion, a motion was made by Mr. Anthony and seconded by Mr. Faull to adjourn at 8:10 p.m.

Submitted and Certified By:

Jeremy Coxe, Secretary – MCRPC

Date: _____