

MINUTES

MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – October 25, 2016 - 7:30 p.m. – MCRPC Offices

MUNICIPALITY	PRESENT	ABSENT
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		Benjamin Beck Janet Earle
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	Dave Jones	George Ashby
COOLSPRING TOWNSHIP	Don Blakesley Robert L. McGhee	
DELAWARE TOWNSHIP	William E. Anthony	Melissa L. Osborne
E. LACKAWANNOCK TOWNSHIP		
FAIRVIEW TOWNSHIP		Jane Clark Mont Clark
FINDLEY TOWNSHIP	John B. Courtney	Steve Paxton
HEMPFIELD TOWNSHIP	Lisa Holm	Todd Hittle
JACKSON TOWNSHIP		Richard Marks Robert W. Pizor
JEFFERSON TOWNSHIP		William Dunn Garth Falkner
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>
<u>PERRY TOWNSHIP</u>		
<u>PINE TOWNSHIP</u>	George Hagstrom	Fred Brenner
<u>PYMATUNING TOWNSHIP</u>	Gary R. Lowers	Ed Robinson
<u>SANDY LAKE TOWNSHIP</u>	Helen Winger	Raymond Scofield
<u>SHENANGO TOWNSHIP</u>	Dennis DeSilvey	Matthew Stefanak
<u>S. PYMATUNING TOWNSHIP</u>		Bill Klumph Rose Lyons
<u>SPRINGFIELD TOWNSHIP</u>	Rick Dillaman	
<u>WILMINGTON TOWNSHIP</u>	Diana Caiazza	Chad Taylor
<u>WOLF CREEK TOWNSHIP</u>	Jim Morton	Gregory Chiappini
<u>MERCER COUNTY</u>	Jeff Hoy James Hughes Larry McAdams	Jeff Fiedler James L. Hogan Sheryl Kelly Patty McCluskey
<u>BOROUGH ASSOCIATION</u>		
<u>SUPERVISORS ASSOCIATION</u>		
<u>COUNTY COMMISSIONER</u>	Matt McConnell	

S T A F F

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

O T H E R S P R E S E N T

James Nevant, II, Solicitor
 Andrew Acker, Universal Development
 Dale Sorensen, Horizon Const./Tower King
 Grant Phillips, Tower King
 Darren Snodgrass, Tower King

CALL TO ORDER

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

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Dennis DeSilvey, Treasurer, 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 SEPTEMBER 27, 2016 MEETING

A motion was made by Mr. Anthony and seconded by Mr. McAdams to approve the Minutes of the September 27, 2016 meeting with no additions, corrections or deletions. The motion passed.

FINANCIAL STATEMENT

Mr. Dennis DeSilvey, Treasurer, presented the September 2016 Financial Statement. A motion was made by Mr. Johnson and seconded by Mr. Beatty to approve the September 2016 Financial Statement as presented. The motion passed.

STAFF REPORTS

Mr. Matt Stewart, Senior Planner, noted that there is a new round of multi-modal transportation funds through PennDOT that is available right now, which is the third round for that program. Applications are due on December 16, 2016. Mr. Stewart strongly encourages anyone that has a streetscape or pedestrian/bicycle-type project or transit-oriented development project, to consider applying for funds. He noted that under the 1st round there were no successful applicants for Mercer County that applied. Under the 2nd round, over a million dollars was awarded to two municipalities in Mercer County. He mentioned that if anyone needs assistance with an application or would have questions, to please let him know.

ZONING & SUBDIVISION REVIEW COMMITTEE REPORT

Mr. Jim Hughes, Committee Vice-Chairman, noted that the Committee met last week, a quorum was present, and reviewed the following three items:

1. Cell Tower – Major Land Development Plan – Mill Creek Township – Mr. Hughes explained that we received a proposal for a 299’ single pole cell tower to be located in Mill Creek Township along Urey School Road at Swamp Road, southeast of New Lebanon Borough on property also occupied by a residence across the street. The plans and information required by Section 512 of the Mercer County Subdivision and Land Development Ordinance was presented for their review and the Committee recommended that a few notes be added to the plan prior to its approval. A motion was made by Mr. Hughes that we approve the plan for the cell tower in Mill Creek Township. Mr. Sweet seconded. The motion passed.

2. City of Hermitage Zoning Ordinance – Map Amendment – Mr. Hughes explained that the City is requesting to rezone parts of R-1-100 and CC-1 (16.715-acres), northeast of Snyder Road, to R-2-75 which is the same as adjacent to Hermitage Hills Apartments. The area is compatible with and extends an adjacent permitted land use. A motion was made by Mr. Hughes that we approve the zoning map amendment to add this area to the R-2-75 Zoning District. Mr. Beatty seconded. The motion passed.

3. City of Farrell Zoning Ordinance – Map Amendment – Mr. Hughes explained that the City and the Redevelopment Authority are proposing to rezone lands from the Manufacturing and Commercial (M-C) zoning, along the 400, 500 and 600 blocks of Spearman Avenue to R-2 Multi-family, which extends that zone for uses similar to existing uses in the area. A motion was made by Mr. Hughes that we approve the zoning map amendment to add this area to the R-2 District. Mr. Anthony seconded. The motion passed.

BYLAWS COMMITTEE REPORT

Mr. Gracenin, Executive Director, mentioned that in the spring it was suggested the Commission consider looking at updating the Bylaws and Articles of Agreement to see if there is anything needed changed, since some of these documents were last looked at in 1994 to 1998. The Committee met recently and discussed a couple items for consideration at a future meeting. Under the Articles of Agreement, the Committee discussed changing the voting membership from 1 vote per each 6,000 population, plus 1 vote for a residual 4,000 population to read 1 vote per each 6,000 population and eliminating the 1 vote for a residual 4,000 population; discussed changing the residency status from 3 years to 1 year; discussed updating the percentage fee for the municipalities based upon when new members joined.

Under the Personnel Policy, the Committee looked at the Fair Standards Labor Act (FSLA), which takes effect December 1, 2016. Mr. Gracenin noted that under the MCRPC's Personnel Policy, "compensatory time", (technically only police and fire are eligible for compensatory time) will be changed to "flex time". There will be a change in the language to indicate what meetings would be eligible for "flex time". Another section under the Personnel Policy, "Miscellaneous Conditions of Employment" defines the work week consists of 35 hours, (7 hours on each of five weekdays). The Commission will update this to read; the work week will start at 12:00 (midnight) on Sunday and end at 11:59 p.m. on Saturday. The reason for this update is the Commission currently works 35 hours a week, but the new law states that unless an employee is making over \$47,476 annually, and is on salary, they would not be exempt from overtime. The Commission allows flex time to compensate for employees attending meetings, in place of paying overtime up to 40 hours per week. The Committee suggested looking into quorum protocol and electronic voting for Commission meetings.

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 2016 CDBG Program. He reminded everyone that we only need to enter into one standard cooperation agreement with Mercer County, since the Township and Borough applications are rolled into the County application, due to the changes made at the State level. A motion was made by Mr. Johnson to approve entering into the standard cooperation agreement with Mercer County to provide for full administration by MCRPC of their FY 2016 CDBG Program. Ms. Young seconded. The motion passed with Commissioner McConnell abstaining.

APPOINTMENT OF NOMINATING COMMITTEE

Ms. Diana Caiazza, Chairwoman, explained that a Nominating Committee will be appointed. As has been traditional in the past, the Committee would consist of the past three chairmen to serve. The Committee will present a recommendation for 2017 officers at the November meeting, with election of officers at our December meeting.

MERCER COUNTY LONG RANGE TRANSPORTATION PLAN UPDATE

Mr. Stewart, Senior Planner, recapped the Long Range Transportation Plan (LRTP) efforts to date. He noted the current 2011 plan is being updated in order to meet federal and state guidelines. An important goal of the plan is to develop it directly with PennDOT, so that everyone can be involved in the planning process. The plan is currently out for the 30-day public comment. Mr. Stewart talked about the eight month LRTP development schedule, public involvement process, project development/selection process and types of funds. He also noted that he personally wanted to make this plan as relevant as possible, which was done by partnering with PennDOT and hiring a consulting team, Whitman, Requardt & Associates (WRA). Mr. Stewart discussed the details of the listening tour. This robust effort was done in order to obtain active

engagement from various stakeholders, including municipal officials, various transportation-related agencies and the general public. Regional meetings were held to obtain municipal perspectives, and several targeted interviews were held with myriad agencies. Public outreach involved a web survey as well as setting up a booth at Grove City's Strawberry Days. He noted that the MPO Coordinating Committee prioritized the highway projects using Decision Lens, a software program that allows us to objectively prioritize projects based on pre-determined criteria. This was the same process used for the 2011 LRTP update, though a few of the criteria were modified in order to account for changes in the federal planning factors that guide LRTP's. MPO members were asked to review these and re-weight the importance of each category. Mr. Stewart noted that safety was the top priority and condition of assets was the second-highest priority. Next, he explained how the sub-categories or "children" of the several "parent" categories were ranked.

A draft LRTP was completed and Mr. Stewart made a presentation at the Agency Coordination Meeting in Harrisburg on September 28th. The plan began its 30-day public comment period on October 11th and hopefully will be adopted by the MPO Coordinating Committee on November 15th.

OTHER BUSINESS

Commissioner Matt McConnell mentioned that they are dealing with the normal day to day activities and are closing in on their 2017 budget. Mr. Anthony reminded Township Officials of their fall Convention, which is being held this week in Greenville.

ADJOURNMENT

With no further business or discussion, a motion was made by Mr. Hagstrom to adjourn at 8:12 p.m.

Submitted and Certified By:

Jeremy Coxe, Secretary – MCRPC

Date: _____