

MINUTES

MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – December 20, 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		
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	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>
<u>PERRY TOWNSHIP</u>		
<u>PINE TOWNSHIP</u>	Fred Brenner George Hagstrom	
<u>PYMATUNING TOWNSHIP</u>	Gary R. Lowers	Ed Robinson
<u>SANDY LAKE TOWNSHIP</u>		Raymond Scofield Helen Winger
<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>		Gregory Chiappini Jim Morton
<u>MERCER COUNTY</u>	James Hughes Larry McAdams	Jeff Fiedler James L. Hogan Jeff Hoy Sheryl Kelly Patty McCluskey
<u>BOROUGH ASSOCIATION</u>		
<u>SUPERVISORS ASSOCIATION</u>		
<u>COUNTY COMMISSIONER</u>	Matt McConnell	

STAFF

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

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 NOVEMBER 22, 2016 MEETING

A motion was made by Mr. Falkner and seconded by Mr. Anthony to approve the Minutes of the November 22, 2016 meeting with no additions, corrections or deletions. The motion passed.

FINANCIAL STATEMENT

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

STAFF REPORTS

Mr. Gracenin, Executive Director, explained that Greene Township has submitted a letter requesting membership to the Mercer County Regional Planning Commission. He noted that he will be sending out letters in January to each of the municipalities as required by MCRPC's Bylaws and Articles of Agreement to vote on their membership. Once we receive a majority vote, we will admit them as a new member. Next, he updated everyone on the State DEP letter stating that DEP has developed a new GIS mapping website to help local governments and other entities pursuing permits for municipal separate storm sewer systems (MS4s) to obtain information for their permit applications easier. Also, the FY 2016 CDBG application was recently submitted last week to the State.

Mr. Barnhizer, Senior Planner, stated that on October 18th the Mercer County Affordable Housing Fund Board looked at 2 applications from the Mercer County Housing Authority and Community Homebuyers, which is a non-profit partner of MCHA. The first application was for \$5,000 for rehab of 2 properties (1 in Farrell and 1 in Sharon). The Committee recommended this application for approval and was approved by the Mercer County Commissioners last month. Also, an application requesting \$100,000 in Affordable Housing Funds was submitted which would allow the Housing Authority and Community Homebuyers to acquire up to 20 sites on the west hill in the City of Sharon for rehab/redevelopment for residential use. This would be part of a multi-step process in order to acquire State funding. The Committee also recommended this project for approval to the County Commissioners, who awarded grant funding in full.

ZONING & SUBDIVISION REVIEW COMMITTEE REPORT

Mr. Larry McAdams, Committee Chairman, noted that the Committee met prior to tonight's meeting, a quorum was present, and reviewed the following item:

1. Modification Request – Sugar Grove Township – Loreno Property – Mr. McAdams noted that the Committee reviewed a modification request of the 4:1 lot depth to width ratio [Section 403.3:5] and lot size requirements for the proposed Loreno property. The proposed Lot 1 meets requirements; however the remaining lands will exceed the 4:1 ratio. The northern part of the parcel is currently farmed. Because the southern or rear half of the parcel is steep and includes a stream or wet area, those lands may be considered useable for other development based upon Section 403.1 of the ordinance and should not be used to create an additional separate lot. The remaining lands may be non-building until another use is reviewed. A motion was made by Mr. McAdams to approve this modification request. Mr. Hughes seconded. The motion passed.

FINANCE & PERSONNEL COMMITTEE REPORT

Mr. Fred Brenner, Committee Chairman, noted that the Committee met prior to tonight's meeting, a quorum was present, and reviewed the following items:

1. 2017 Staff Salaries – Mr. Brenner noted that the Committee reviewed and recommended approval for an overall 2% increase in staff salaries with an overall budget of \$353,743 under salaries/wages for 2017. There being no discussion, a motion was made by Mr. Brenner to approve the 2017 staff salaries as presented. Ms. McAdams seconded. The motion passed with Ms. Holm abstaining.

2. MCRPC 2017 Final Budget – Mr. Brenner noted that the Committee reviewed and recommended approval of the 2017 final budget for MCRPC. He noted that basically there is very little change from the preliminary budget to the final budget, which reflects the 2% increase under salaries and wages. Mr. Gracenin stated that under the revenue side, CDBG administration, the billings have gone out and anticipate receiving all funds before the end of the year. A motion was made by Mr. Brenner to approve the 2017 final budget. Mr. Hagstrom seconded. The motion passed.

3. Rodent Control 2017 Final Budget – Mr. Brenner stated that the Committee reviewed and recommended approval of the 2017 final budget for the Rodent Control Program. He noted that this budget is basically the same as last year's. Mr. Gracenin noted that the reason for the decline in the budget for 2017 is because the City of Sharon withdrew from the Rodent Control Program in 2016. He noted that this is a voluntary program for the municipalities to participate in. The budget for 2017 will have enough funds for the year, but could dissolve if the participation level stays the same or would drop. There being no discussion, a motion was made by Mr. Brenner to approve the 2017 final budget for the Rodent Control Program. Mr. Johnson seconded. The motion passed.

2017 MEETING SCHEDULE

Ms. Caiazza, Chairwoman, mentioned that there is a handout at the front table which lists the dates for the 2017 Commission meetings.

NOMINATING COMMITTEE REPORT & ELECTION OF 2017 OFFICERS

Ms. Diana Caiazza, Chairwoman, explained that the Nominating Committee presented the following slate of officers for 2017:

Garth Falkner (Jefferson Township) - Chairman
Jeremy Coxe (Hermitage City) – Vice-Chairman
Dennis DeSilvey (Shenango Township) – Secretary
Carl Swartz (Otter Creek Township) – Treasurer

Ms. Caiazza mentioned that the floor is open for additional nominations, if any. None were forthcoming. A motion was made by Mr. Anthony to close the nominations. Mr. Falkner seconded. The motion passed. A motion was then made by Mr. Anthony to cast a unanimous ballot for the slate of officers for 2017. Mr. Hagstrom seconded. The motion passed.

ANNUAL AWARDS AND RECOGNITIONS

Mr. Gracenin thanked all of the Commission members who attend one or all of the meetings for their support and cooperation throughout the year.

Awards – Perfect Attendance at MCRPC meetings during 2016: Carl Swartz; Diana Caiazza; Bill Anthony; Jim Hughes; John Sweet; Patty and Larry McAdams; Paulette Young; Jerry Johnson; Lisa Holm; John Courtney and George Hagstrom.

20 Year Service Award – Jim Hughes and Jerry Johnson

Mr. Gracenin also thanked his staff for all of their dedication and hard work and he wished everyone a very Merry Christmas and a Happy New Year. Also, he thanked Guy Gibbs (caterer) and Willie Wike (for making the Mercer County plaques).

OTHER BUSINESS

Commissioner Matt McConnell mentioned that they are finalizing their 2017 budget and deal with the normal day to day activities.

Mr. Gracenin stated that he is putting the Bylaws update on hold due to the courts putting a stay on the Fair Labor Standards Act until December 31, 2016.

ADJOURNMENT

With no further business or discussion, a motion was made by Mr. Falkner and seconded by Mr. Swartz to adjourn at 8:02 p.m.

Submitted and Certified By:

Jeremy Coxe, Secretary – MCRPC

Date: _____