

## MINUTES

### MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – January 24, 2017 - 7:30 p.m. – MCRPC Offices

<b>MUNICIPALITY</b>	<b>PRESENT</b>	<b>ABSENT</b>
FARRELL CITY	Stephen Bennefield	Kimberly Doss
HERMITAGE CITY	James Holl	Jeremy Coxe
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		
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>
PERRY TOWNSHIP		
PINE TOWNSHIP		Fred Brenner George Hagstrom
PYMATUNING TOWNSHIP	Gary R. Lowers	Ed Robinson
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	Gregory Chiappini	Jim Morton
MERCER COUNTY	Jeff Hoy James Hughes Sheryl Kelly Larry McAdams	Jeff Fiedler James L. Hogan Patty McCluskey
BOROUGH ASSOCIATION		
SUPERVISORS ASSOCIATION		
COUNTY COMMISSIONER		Matt McConnell

STAFF

Carmen Reichard, Assistant Director  
 Brian Barnhizer, Senior Planner  
 Matt Stewart, Senior Planner  
 Lisa Holm, Senior Planner

OTHERS PRESENT

James Nevant II, Solicitor  
 Shelby Clark, Sandy Lake Borough  
 William Klumph, South Pymatuning Township

CALL TO ORDER

Ms. Diana Caiazza, 2016 Chairwoman, called the meeting to order at 7:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Garth Falkner, 2017 Chairman, led the Commission in the prayer and Pledge of Allegiance. There was a moment of silence to remember Bill LeBarron from Jamestown Borough, who passed away unexpectedly.

ATTENDANCE SIGN IN

An attendance sign-in sheet was passed around and representatives present were asked to mark their attendance. **A quorum was present.** Mr. Falkner asked new representatives to the Commission to please stand and introduce themselves.

PUBLIC COMMENTS ON ANY AGENDA ITEM

There were no public comments.

## PRESENTATION OF GAVEL TO 2016 CHAIRWOMAN DIANA CAIAZZA

On behalf of the MCRPC, Mr. Garth Falkner, 2017 Chairman, presented the gavel to Diana Caiazza, 2016 Chairwoman, and thanked her for her service and extended his appreciation for a job well done. Ms. Caiazza thanked everyone.

## MINUTES OF THE DECEMBER 20, 2016 MEETING

A motion was made by Mr. Sweet and seconded by Mr. Jones to approve the Minutes of the December 20, 2016 meeting with no additions, corrections or deletions. The motion passed.

## FINANCIAL STATEMENT

Mr. Carl Swartz, Treasurer, presented the December 2016 Financial Statement. A motion was made by Mr. Johnson and seconded by Mr. Morrow to approve the December 2016 Financial Statement as presented. The motion passed.

## STAFF REPORTS

Mr. Matt Stewart, Senior Planner, mentioned that MCRPC's MPO had its quadrennial review from Federal Highway/Transit Review on July 27 & 28, 2016 and we just received the report back from them. The review went well and the report was generally positive. Mr. Gracenin and himself have been discussing the review with FHWA.

Ms. Carmen Reichard, Assistant Director, mentioned that Dan Gracenin had back surgery today. The surgery went well, most of his pain is gone and he is recovering well.

## ANNUAL WORK PROGRAM FOR 2017

Ms. Carmen Reichard mentioned that MCRPC is required by its Bylaws, to approve projects and work activities to be undertaken in 2017. (A copy is attached to and made a part of the permanent record of Minutes.) Ms. Reichard briefly summarized the work program noting that we changed the format last year to make it much simpler. A more detailed report of the work performed over the year will be given in the fall with the annual progress report. There being no questions, a motion was made by Mr. Anthony; seconded by Mr. Beatty to approve the Annual Work Program for 2017. The motion passed.

## AUTHORIZATION FOR TRANSPORTATION PLANNING GRANT CONTRACT

Mr. Matt Stewart, Senior Planner, explained that an annual resolution is needed authorizing the chairman (or vice-chairman or secretary respectively if chairman is not available) to sign the annual grant agreement with PennDOT for transportation planning. A motion was made by Mr. Morrow and seconded by Mr. Faull to sign the annual grant with PennDOT for transportation planning. The motion passed.

## APPOINTMENT OF EXECUTIVE DIRECTOR

A motion was made by Mr. Johnson and seconded by Mr. Beatty to reappoint Daniel Gracenin as Executive Director of the Commission for 2017. This action is required annually by the Commission's Bylaws. The motion passed.

APPOINTMENT OF SOLICITOR

A motion was made by Mr. Lark and seconded by Mr. Anthony to reappoint James Nevant as Solicitor of the Commission for 2017. This action is required annually by the Commission's Bylaws. The motion passed.

APPOINTMENT OF COMMITTEES

Mr. Falkner mentioned that the Committee list was mailed to all Commission members in their meeting packet. He asked that if any representative wanted to be added to a committee, to please let him know as soon as possible.

AUTHORIZATION FOR STAFF APPROVAL OF MINOR SUBDIVISIONS

Mr. Falkner, Chairman, explained that this action is to be taken annually, which authorizes the approval by MCRPC staff on behalf of the full Commission to approve minor subdivisions under the Mercer County Subdivision and Land Development Ordinance. A motion was made by Mr. Hughes and seconded by Mr. Courtney to approve the authorization for staff to approve minor subdivisions. The motion passed.

OTHER BUSINESS

Mr. Falkner presented a 10 year service award to Mr. Rick Dillaman and thanked him for all of his years of service serving on the Commission.

ADJOURNMENT

With no further business or discussion, a motion was made by Mr. Anthony to adjourn at 7:42 p.m.

Submitted and Certified By:

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Dennis DeSilvey, Secretary – MCRPC

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