

MINUTES
Cambria County Planning Commission
October 17, 2013

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, October 17, 2013, at 12 noon, at The Cottage Restaurant, Ebensburg, Pennsylvania.

The meeting was called to order by Chair, Mr. Kiel.

PRESENT

Russell Kiel
Tim Whited
Toni Renee Anderson
David L. Belz
Ronald Rovansek

ABSENT

Robert E. Fisher, Jr.
Sam Valenty
Nicholas Persio
Joseph McAneny

STAFF

Ethan C. Imhoff
Christopher D. Allison
Shanna M. Murphy
Colleen A. Bukowski

PUBLIC COMMENTS

No public comments were received at this time.

APPROVAL OF MINUTES

On a motion by Mr. Belz, seconded by Ms. Anderson, the minutes of the September meeting were approved. The motion passed unanimously.

TREASURER'S REPORT

The Treasurer's Report was read by Mr. Imhoff and reviewed by those present. Mr. Imhoff noted that an expense of \$2,300 to BarnesSaly Company, LLP was one-half the cost of the 2012-2013 CCPC Audit. He indicated that the balance of this cost will be paid in November. There being no questions on the report, Ms. Anderson made a motion that the October Treasurer's Report and the bills listed for payment be approved. The motion was seconded by Mr. Whited and passed unanimously.

CORRESPONDENCE

Mr. Imhoff stated that there was no significant correspondence to be read at this meeting.

STATUS REPORTS

Executive Director

Mr. Imhoff reported that after meeting with the County Commissioners, staff drafted a letter on their behalf indicating their priorities for the 2015 Twelve Year Transportation Program. A discussion concerning the 12-Year Program Update ensued with both Mr. Imhoff and Mr. Allison explaining that improvements to SR 4013 (Sunset Road) remains a top priority to the Commissioners. Other priority transportation projects include improvements to Route 219 North, PA Route 56, and PA Route 711. Mr. Allison noted that the Sunset Road project is listed as a priority on the County's Highway Action Plan. It was suggested that the Highway Action Plan be discussed and submitted for adoption consideration at the next scheduled MPO meeting so that a unified priority listing is in place for Cambria County.

Mr. Imhoff stated that staff reviewed Highway Safety Reports for the Johnstown MPO. He explained that the reports included data on high crash locations throughout the County. As per Mr. Kiel's request, Mr. Imhoff stated that he would provide this information to the board members via e-mail.

Mr. Imhoff reported that in developing the U.S. Route 219 Corridor Growth Area Plan, he has met with the Northern Cambria Borough Planning Commission to discuss various topics relating to the alignment of the corridor through the borough. He indicated that he is coordinating a meeting between PennDOT staff and members of the Northern Cambria Borough Council to discuss possible safety improvements to existing Route 219. In a related matter regarding the development of the Corridor Growth Area Plan, Mr. Imhoff stated that upon his request, Chatham University's landscape architecture program has agreed to create a graduate-level design studio class to develop renderings of possible aesthetic improvements to the Route 219 corridor as it traverses through Carrolltown and Northern Cambria Boroughs.

Transportation

Mr. Allison provided a report on the ongoing planning activities funded through the 2013-2014 Unified Planning Work Program. He indicated that, in September, he had attended a Highway Performance Monitoring System (HPMS) workshop where changes and updates to HPMS data collection procedures were reviewed and discussed. Based on the information received at this workshop, staff will review the County's HPMS sample sections and perform any necessary field verification of the data. Mr. Allison stated that Peggy Malone and Associates has completed 52 of the 55 assigned HPMS traffic counts which are funded through the 2013-14 Unified Planning Work Program. He explained that although three counts were delayed due to construction-related activities which could possibly skew the collection data, they are expected to be completed by the end of October.

Mr. Allison provided a brief report on interchange lighting coordination activities. He noted that during September Barclay Electric performed necessary repairs to the U.S. 219/PA 56, U.S. 219/PA 53, and U.S. 22/PA 53 interchange lighting systems. Mr. Allison indicated that staff has initiated preparation of a Request for Proposals for a three-year interchange lighting maintenance contract which is to commence in January, 2014.

In response to a question concerning improvements to the Carney's Crossing Bridge, Mr. Allison stated that the bridge is not yet programmed on the Transportation Improvement Program (TIP). He noted, however, that the County Commissioners have indicated that Act 14 (Marcellus Shale) funds will be used to repair this structure. In response to Mr. Kiel's inquiry about improvements to the Dulancy Drive/Route 164 intersection, Mr. Allison stated that work is expected to be initiated by year's end.

Community Development Planning

Ms. Murphy reported that local roads data collection for the Local Transportation Asset Inventory has been continuing. She explained that although some of the necessary data can be garnered through maps and web application, in-field data collection is also necessary. Ms. Murphy indicated that she has completed the in-field data collection for several municipalities in the northern part of the county.

Ms. Murphy stated that she coordinated and attended an LTAP work zone traffic control course held in Johnstown. She noted that, in addition to this workshop, she also attended a very informative course on bridge maintenance and inspection which focused on local bridges under twenty feet in length. Ms. Murphy reported that she had recently attended a training course on the Census Transportation Planning Products Program sponsored by the American Association of State Highway and Transportation Officials. She indicated that the information presented at this course will be useful in preparing the CamTran's annual transit route demographic profiles.

Those present briefly reviewed a listing of project reviews completed by Commission staff during the past month. Ms. Murphy noted that two reviews were for mining permit application renewals; two were for utility permits; two for NPDES permits (Blacklick Valley Elementary Center rehab & Tri-County bus garage facility in Portage Township); and one for a general permit for channel cleaning in Croyle Township.

OLD BUSINESS

Mr. Imhoff stated that there was no "Old Business" to discuss at this meeting.

NEW BUSINESS

Copies of the 2012-2013 CCPC Audit, Financial and Compliance Report, and Report to the Board of Directors as prepared by BarnesSaly, LLC were distributed to those present. Mr. Imhoff explained that a notable difference between this audit and the previous year's audit is expense for the current staff salaries and fringe benefits expenses and the previous tenured staff salaries and benefits. He noted that this, in turn, has resulted in a reduction in revenues since only the actual cost for services provided can be billed to the Unified Planning Work Program (PennDOT Contract). Mr. Imhoff stated that the Audit did not identify any deficiencies in internal control over financial reporting that were considered to be material weaknesses. He urged the Commission members to review the document and contact him with any questions or concerns.

Mr. Imhoff informed the board that, at the request of Upper Yoder Township, he had recently reviewed a land development for a wireless communications facility proposed in Upper Yoder Township. He explained that although conditional use approval of this land development was granted by the Cambria County Court of Common Pleas, nearby property owners have filed an appeal of this decision. Mr. Imhoff stated that he had provided comments to the Township Supervisors as to the land development plan's consistency with the Cambria County Comprehensive Plan and the Township's Zoning and Subdivision Ordinances. Mr. Imhoff noted that Federal Communications Commission regulations will also apply to the proposed wireless communications tower. It was noted that although the CCPC reviews and provides advisory comments on proposed land developments and subdivision throughout the County, final approval/disapproval rests with the pertinent municipal government.

Mr. Imhoff stated that the terms of three current CCPC board members (Sam Valenty; Toni Renee Anderson; Nicholas Persio) expire on December 31, 2013. He indicated that in November he would request Commissioners' reappointment of the three individuals, pending their consent to continue serving on the Commission board.

There being no further business, the meeting was adjourned on a motion by Ms. Anderson, seconded by Mr. Belz. Motion passed unanimously.