

MINUTES
Cambria County Planning Commission
March 20, 2014

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, March 20, 2014, at 12 noon, at The Cottage Restaurant, Ebensburg, Pennsylvania.

The meeting was called to order by Vice-Chair, Mr. Rovanseck.

PRESENT

Ronald Rovalsek
Russell Kiel
Tim Whited
Toni Renee Anderson
Joseph McAneny
Eric Wolf
Lonnie Batdorf

ABSENT

David L. Belz
Robert E. Fisher, Jr.

STAFF

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

At the request of Mr. Kiel, a member of the Finance Committee, the regular meeting was briefly adjourned and an executive session was held to discuss personnel matters. Following the executive session, the meeting was reopened.

PUBLIC COMMENTS

No public comments were received at this time.

APPROVAL OF MINUTES

On a motion by Mr. Whited, seconded by Mr. Kiel, the February 20, 2014 meeting minutes 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 all items listed for payment on the financial statement were standard monthly payroll and operating expenses. Mr. Wolf made a motion that the March Treasurer's Report and the bills listed for payment be approved. The motion was seconded by Mr. Kiel and passed unanimously.

CORRESPONDENCE

Mr. Imhoff noted that the CCPC received notes of appreciation from the McFadden family and Holy Name School for a donation made by the Commission in memory of charter member, Frederick J. McFadden, Jr.

STATUS REPORTS

Executive Director

Mr. Imhoff provided a brief update on discussions held at the February JATS meeting, noting that the 2014-16 Unified Planning Work Program (UPWP) and the draft FFY 2015-2018 Transportation Improvement Program (TIP) for highways/bridges and transit projects were approved. He noted that the upcoming UPWPs will provide a significant increase in transportation funding for the Johnstown MPO. Mr. Imhoff stated that another JATS meeting will be scheduled to garner additional input to finalize the Highway Action Plan.

Updating those present on the status of the Route 219 Growth Area Plan, Mr. Imhoff reported that he and the Chatham University graduate students met with a focus group of Carrolltown residents to gain additional insight for proposed plans and renderings. Mr. Imhoff stated that, in addition to this meeting, he also met with the graduate students to discuss initial concepts for the 219 corridor in Carrolltown Borough. He indicated that a meeting with Northern Cambria Borough residents and members of the Northern Cambria School Board proved to be very beneficial in gaining insight for the plan. Mr. Imhoff stated that as a result of this meeting, funding to hire a Main Street Manager, possibly as a collaborative municipal initiative, will be investigated.

Mr. Imhoff reported that the 2013 CCPC Annual Report had been finalized during the past month and is available to interested individuals and organizations.

Transportation

Mr. Allison stated that during February Commission staff continued to update the Major Highways Action Plan for Cambria County, soliciting input from CCPC transportation committee members, the Greater Johnstown/Cambria County Chamber of Commerce transportation committee, and the County Commissioners. He noted that the draft update will be further discussed and finalized at an upcoming JATS meeting.

Updating the board on the Transportation Alternatives Program (TAP), Mr. Allison explained that project applications are due April 4, 2014. He stated that an informational workshop for prospective TAP applicants was conducted by staff of the CCPC, the Blair County Planning Commission, the Southern Alleghenies Planning and Development Commission, and PennDOT District 9-0. Mr. Allison further explained that applications will be ranked on a state-wide basis, with final project selection being made at the State level.

Mr. Allison reported that he had recently attended a plans display meeting for the U.S. 219/PA 553 intersection improvement project, just south of Carrolltown Borough. He explained that the project involves the reconfiguration of the intersection and the elimination of a hazardous curve on Route 553. It was noted that total cost of the project is approximately \$2 million and is expected to take place in 2016.

Mr. Allison stated that Commission staff has been communicating with PennDOT staff to determine the proper procedure to advertise and select a qualified consultant for bridge engineering

services. He explained that after statements of interest (SOI) have been advertised and responses received, Planning Commission staff and the County Commissioners will select a consultant. This consultant will then coordinate the design and construction activities associated with the replacement of the Carney's Crossing Bridge.

Mr. Allison reported that staff reviewed a technical and cost proposal from the EADS Group for the Wildwood Bridge replacement project. He stated that the total cost for the preliminary engineering, final design, construction consultation, construction inspection, and final NBIS inspection is estimated at \$426,413.

Community Development Planning

Ms. Murphy reported that work has been continuing on the local roads data inventory, with increased activity on this work effort anticipated as weather conditions improve. Ms. Murphy stated that the initial draft of the 2013-2014 Public Participation Plan (PPP) has been completed. She explained that after an in-house review, the document will be finalized and will provide data regarding the disabled population at the municipal and county level, as well as for the various census tracts in the City of Johnstown. Ms. Murphy noted that the disability statistics collected for the PPP will be utilized in developing municipal route demographic profiles for CamTran.

Ms. Murphy stated that a recently-scheduled LTAP workshop was cancelled due to low enrollment. As a result of this cancellation, discussions on strategies to increase interest and enrollment were held between CCPC and SAPDC staff. Mr. Batdorf noted that it is difficult for municipal employees to attend educational workshops that are held during the day, particularly during the spring and summer months when road maintenance is a top municipal priority.

Ms. Murphy noted that the 2013 CCPC Annual Report is posted on the CCPC website. She provided several copies of the report to those present and indicated that additional copies are available upon request.

Those present briefly reviewed a listing of project reviews completed by Commission staff during the past month.

OLD BUSINESS

Mr. Imhoff noted that the establishment of a money market account at Ameriserv Financial was authorized at the February 20, 2014 meeting. He noted that an initial transfer of \$20,000 from the Commission's regular checking account into the money market account was also authorized. In this regard, Mr. Imhoff requested that signatories for the money market account be established. After a brief discussion, Mr. Wolf made a motion that signatories for the money market account mirror those of the regular CCPC checking account, i.e., Ethan Imhoff as Executive Director; Lonnie Batdorf as Treasurer; and David Belz as Chair. The motion was seconded by Mr. Whited and passed unanimously. Mr. Imhoff noted that since two signatures (at least one original and one facsimile stamped signature) are required on all payroll and expense checks, the same protocol would be followed for the reserve account.

NEW BUSINESS

Mr. Imhoff stated that there was no "New Business" to discuss at this time.

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