

MINUTES  
Cambria County Planning Commission  
August 20, 2015

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, August 20, 2015, at 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

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

PRESENT

David L. Belz  
James White  
Tim Whited  
Russell Kiel  
Eric Wolf  
Ronald Rovansek

ABSENT

Toni Renee Anderson  
Lonnie Batdorf  
William Trevorrow

STAFF

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

PUBLIC COMMENTS

No public comments were presented at this meeting.

APPROVAL OF MINUTES

On a motion by Mr. Wolf, seconded by Mr. Kiel, the minutes of the June 18, 2015 CCPC meeting were approved as submitted. The motion passed unanimously.

TREASURER'S REPORT

The August Financial Statement was read by Mr. Imhoff. After a review of the report by those present, Mr. Kiel made a motion that the August Treasurer's Report and the bills listed for payment be approved. The motion was seconded by Mr. White and passed unanimously.

CORRESPONDENCE

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

STATUS REPORTS

Executive Director

Mr. Imhoff reported that a new survey had been developed and posted on the Planning Commission website to gather public input on the County's transportation priorities for the Long Range Transportation Plan. He stated that in an effort to encourage participation in the survey process,

local officials, stakeholders and residents were contacted via e-mail and the LRTP efforts were publicized in the local newspaper and on social media. The outreach efforts of the Planning Commission staff were very effective, with 118 survey responses received to date.

Updating those present on the West Hills Regional Comprehensive Plan initiative, Mr. Imhoff reported that Westmont Borough and Upper Yoder Township officially committed to participating, each contributing \$5,000 as local match should grant funds be secured. However, Southmont Borough officials have decided they no longer wish to participate and Ferndale Borough is still undecided as to their participation. Mr. Imhoff noted that with less municipalities involved in this initiative, the grant application will be less competitive at the state level. In response to several questions, Mr. Imhoff explained that although an update of municipal plans is not mandated by the state, up-to-date plans are valuable planning tools and assets when applying for grant funding.

Mr. Imhoff noted that he facilitated a meeting with LIFT Johnstown, Mainline Canal Greenway and the County Conservation and Recreation Authority to discuss the future alignment of the September 11<sup>th</sup> Memorial Trail. He explained that a portion of the trail, which will connect Shanksville to New York City, will traverse through Cambria County but it is uncertain at this time whether the trail will follow the path of the Mainline or the Ghost Town Trail.

Noting that Southern Alleghenies Planning & Development Commission is again sponsoring the Greenway Mini Grants program, Mr. Imhoff requested those present to encourage local municipalities to apply for grant funding through the program. He explained that the program provides a 50% match, up to \$25,000, for park and recreation type projects.

#### Transportation Planning

Mr. Allison updated those present on the Long Range Transportation Plan (LRTP) update. Noting the success of the on-line survey, Mr. Allison stated that the outreach phase will be further enhanced through interviews of key transportation stakeholders. Mr. Allison stated that during the interview process, representatives from the Airport Authority, CamTran, Cambria County/Johnstown Chamber of Commerce, and truck and rail freight industries are requested to provide information on transportation improvement priorities, as well as current transportation assets and challenges in Cambria County.

Mr. Allison stated that coordination activities during the past month included preparation for the August 5<sup>th</sup> JATS meeting and review of several interchange lighting invoices. He noted that Barclay Electric was requested to repair lighting problems at the US 22/Gallitzin and US 22/PA 53 interchanges.

#### Community Development Planning

Ms. Murphy reported that she continues to research the development of a PDF form to assist with data collection for the upcoming Municipal Sign Inventory. She explained that development of a user-friendly form that can be used by municipal officials is a necessary step before the data collection process can be initiated.

Regarding the Local Transportation Assistance Program, Ms. Murphy reported that a recent class entitled, Warm Mix Asphalt, was well attended. She stated that while the Commission will continue joint LTAP marketing with Southern Alleghenies Planning and Development Commission staff, CCPC staff will schedule classes directly with the PA State Association of Township Supervisors. She explained that this will allow CCPC staff to select courses more specifically geared toward the interests of Cambria County municipal officials.

Ms. Murphy noted that in addition to the ongoing update of the Commission's website and Facebook page, she coordinated with Commission staff to develop the LRTP survey currently posted on the website. She stated that she will continue to monitor the LRTP survey responses.

Those present briefly reviewed the various application and project reviews completed by the staff during the past month.

#### OLD BUSINESS

Mr. Belz noted that there was no "Old Business" to discuss at the meeting.

#### NEW BUSINESS

Mr. Imhoff apprised the members that he had advertised a Request for Quotations for audit services for the fiscal year ended June 30, 2015 and the subsequent years of 2016, and 2017. He presented the following fee proposals received in response to this RFQ: Barnes Saly & Company, LLP: 2015 - \$5,000; 2016 - \$5,200; 2017 - \$5,400; Baker Tilly Virchow Krause, LLP: 2015 - \$4,800; 2016 - \$4,900; 2017 - \$5,000. After a brief discussion among those present concerning past audits and the desire to retain local business, Mr. Wolf made a motion that if Barnes Saly & Company agrees to match the fee schedule submitted by Baker Tilly, the firm be engaged to complete the 2015, 2016, and 2017 audits. The motion was seconded by Mr. Rovanseck and passed unanimously.

There being no additional business to discuss, Mr. White made a motion that the meeting be adjourned. The motion was seconded by Mr. Whited and passed unanimously.