

MINUTES  
Cambria County Planning Commission

November 19, 2015

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, November 19, 2015, at 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

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

PRESENT

David L. Belz  
Russell Kiel  
Lonnie Batdorf  
Tim Whited  
William Trevorrow  
Eric Wolf

ABSENT

Ronald M. Rovanseck  
Toni Renee Anderson  
James White

STAFF

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

GUESTS

Michele Trevorrow

PUBLIC COMMENTS

No public comments were presented at this meeting.

APPROVAL OF MINUTES

On a motion by Mr. Batdorf, seconded by Mr. Kiel, the minutes of the October 22, 2015 CCPC meeting were approved as submitted. The motion passed unanimously.

TREASURER'S REPORT

Mr. Imhoff read the November Financial Statement, noting that insurance stipends were paid to full-time employees on November 13<sup>th</sup>. After board review, the November Treasurer's Report and the bills listed for payment were approved on a motion by Mr. Batdorf. The motion was seconded by Mr. Whited and passed unanimously.

At this time, those present reviewed the 2014-2015 CCPC audit as prepared by BarnesSaly Company, P.C. Mr. Imhoff read the findings presented on the Executive Summary and noted that revenue and expenses pertaining to the Wildwood Bridge Replacement Project were included in this audit. He explained that although the Commission is managing the contract, all revenues received from PennDOT for this project are paid to The EADS Group, the project consultant. Mr. Imhoff stated that as a result of new accounting standards, verbiage was added to the audit report which indicated that journal entry adjustments had been made during the audit in order to prepare financial statements in accordance with generally accepted accounting standards. He explained that these adjustments were made to reflect

income/expenses incurred during the previous year's audit period but received/paid in the following audit period. In response to Mr. Batdorf's question regarding a fiscal year audit vs. a calendar year audit, Mr. Imhoff stated that the Commission's current fiscal year audit from July 1 to June 30 mirrors the Unified Planning Work Program contract, the Commission's largest revenue source. On a motion by Mr. Batdorf, seconded by Mr. Wolf, the 2014-2015 CCPC Audit Report as prepared by BarnesSaly Company was accepted. The motion passed unanimously.

#### CORRESPONDENCE

Mr. Imhoff distributed invitations to a Ribbon Cutting Ceremony marking the opening of the new Haynes Street Bridge in the City of Johnstown which has been under construction for the past eight months. The ceremony is scheduled to take place on Friday, November 20, 2015.

#### STATUS REPORTS

##### Executive Director

Mr. Imhoff reported that during the past month he met with the County Grants Administrator as well as with PennDOT staff regarding the possibility of securing funding for an access road from PA Route 36 to the Hastings Industrial Park. He noted that CCPC staff also conducted a field view of the proposed access road alignments. Commenting on the HAIDA access road proposal, Mr. Allison stated that a major obstacle to this project is that at this time PennDOT staff cannot identify state funding which can be used to build a local roadway.

Mr. Imhoff noted that he has been collaborating with Lilly Borough staff regarding the possibility of a trail project that would connect the Lilly/Washington Memorial Park to the downtown area of Lilly Borough. He stated that the 1,775-foot trail would traverse an abandoned rail bed.

Mr. Imhoff stated that staff is considering hiring a consultant to prepare a corridor study along a portion of SR 2014 (Admiral Peary Highway), specifically between Mount Aloysius College and the Allegheny Portage National Historic Site property. Noting that this area has been identified in the County Comprehensive Plan as lacking a pedestrian/bike connection between Mount Aloysius campus and downtown Cresson, Mr. Imhoff explained that the corridor study would focus on this issue as well as the former SCI Cresson property, the Route 22/Route 53 intersection, and the Allegheny Portage Railroad National Historic Site.

Noting that he had recently attended a meeting of the Cambria County Alliance for Business and Industry, Mr. Imhoff informed the members that the Alliance funded a feasibility study for the redevelopment of vacated churches in Johnstown's Cambria City neighborhood and provided funds to the Johnstown Area Heritage Association to assist with renovations to the Johnstown train station. He noted that in addition to JAHA's efforts to renovate the station, AMTRAK is also making improvements to the facility.

Referencing a possible GIS Air Photo contribution in the CCPC's proposed 2016 budget, Mr. Trevorrow emphasized that up-to-date GIS information is critical for future development in the County.

## Transportation Planning

Mr. Allison updated the members on transportation-related activities undertaken during the past month. He reported that he met with PennDOT staff to review project priorities for the 2017-2020 TIP update. In preparation for this meeting staff also reviewed candidate project submittals from municipalities and previous priority lists for highway and bridge projects. He noted that the Amadei Road Bridge in Barr Township will most likely be added to the local bridge portion of the program.

Noting that in October he attended a meeting of the Continental 1 organization, Mr. Allison explained that this group is dedicated to increasing support for the completion of the Continental 1 corridor (Route 219 Cambria County) as a four-lane highway to Buffalo, NY. He stated that although the project is being touted as an economic development catalyst, there is currently no dedicated funding for such an extensive project.

Mr. Allison noted that there has been interest on the part of some county officials to add an additional fee of \$5.00 to the state's current annual vehicle registration charge, which would then be applied to local road and bridge improvements in the county. He stated that the option to allow counties to impose the \$5.00 annual fee was part of Act 89 approved in 2013. Mr. Trevorrow made a motion that the incoming Commissioners be notified that the CCPC is opposed to this fee. The motion was seconded by Mr. Kiel and passed on a 5 to 1 vote. Mr. Wolf opposed the motion.

## Community Development Planning

With regard to the Local Transportation Asset Inventory, Ms. Murphy stated that she coordinated with Wilmore Borough to collect signage data in the borough using the PDF collection form created by CCPC staff. She explained that this will enable her to fine-tune the form before marketing it to larger municipalities.

Ms. Murphy stated that utilizing data contained in the Johnstown MPO Highway Safety Guidance Report, she prepared a map depicting the top ten crash locations in the County during 2010-2014. She noted that the maps were provided to the pertinent municipalities with an offer of assistance should they wish to consider future highway improvements at these sites.

Noting that she continues to advertise LTAP courses on the Commission's website and Facebook page, Ms. Murphy stated that a recent course focusing on bridge and culvert signs and safety features was fairly well attended. Mr. Batdorf suggested that a start time of 10 a.m. (vs. 8 a.m.) may be more conducive to municipal workers who may want to attend the classes but have early-morning responsibilities.

Various application and project reviews completed by the staff during the past month were reviewed by those present.

## OLD BUSINESS

Mr. Imhoff stated that, as requested at the October CCPC meeting, he had investigated the possibility of CCPC employees participating in the County's dental plan and found that the County's plan is more expensive than the coverage provided through the Commission's provider, United Concordia. Mr. Imhoff stated that upon review of the Commission's contract with Barnes Saly & Company, he found no discussion concerning an "opt-out" option as

discussed at the October meeting. However, Mr. Imhoff stated that in light of the fact that BarnesSaly was the only local bidder and had previously reduced their bid to match that of a State College firm and because he has been very satisfied with the current and previous audits, he would recommend that the Commission honor the existing agreement with BarnesSaly. There was a general consensus among those present that BarnesSaly & Company be retained for the next two ensuing fiscal year audits.

Mr. Imhoff noted that the 2016 preliminary budget will be included in the December meeting packet.

#### NEW BUSINESS

At this time, Ms. Murphy distributed several copies of the Limited English Proficiency Plan as prepared by CCPC staff. She explained that the document, which was prepared to meet Title VI requirements, was adopted by the Johnstown MPO in August. Ms. Murphy further explained that the document analyzes the number and proportion of LEP persons in the MPO service area; the frequency in which LEP persons encounter MPO programs; the importance of services provided by the MPO; and the resources available to persons with limited English proficiency, i.e., phone interpreting services, staff training, and posting of the plan on social media. On a motion by Mr. Wolf, seconded by Mr. Batdorf, the Limited English Proficiency Plan was adopted. The motion passed unanimously.

The meeting was adjourned on a motion by Mr. Wolf, seconded by Mr. Whited. Motion carried.