

MINUTES
Cambria County Planning Commission

January 21, 2016

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, January 21, 2016, 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
Tim Whited
William Trevorrow

ABSENT

Ronald M. Rovansek
Toni Renee Anderson
Lonnie Batdorf
James White
Eric Wolf

STAFF

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

GUESTS

Nick Felice, Cambria County
Economic Development Authority

ELECTION OF OFFICERS

Mr. Kiel made a motion that the current slate of officers be retained for 2016. The motion was seconded by Mr. Whited and passed unanimously. The 2016 Commission officers are as follows: Chair - David L. Belz; Vice-Chair - Ron Rovansek; Secretary - Eric Wolf; Treasurer - Lonnie Batdorf.

PUBLIC COMMENTS

No public comments were presented at this meeting.

APPROVAL OF MINUTES

On a motion by Mr. Whited, seconded by Mr. Kiel, the minutes of the December 17, 2015 CCPC meeting were approved as submitted. The motion passed unanimously.

TREASURER'S REPORT

The January Financial Statement was read by Mr. Imhoff and reviewed by those present. There being no questions on the report, Mr. Kiel made a motion that the January Treasurer's Report be approved and the bills listed for payment be approved. The motion was seconded by Mr. Whited and passed unanimously.

CORRESPONDENCE

Mr. Imhoff stated that correspondence had been received from Donna Zerbee, Ameriserv Account Representative, requesting that a signature card for the Commission's Money Market Account be completed and returned. He explained that the authorized signers on this account are the same as for the Commission's regular checking account, i.e., Commission Treasurer; Commission Chair; and CCPC Executive Director. Mr. Imhoff indicated that once all signatures are received, the form will be returned to Ameriserv.

STATUS REPORTS

Executive Director

Mr. Imhoff stated that he had received verbal notification that Ron Rovansek and Russ Kiel were reappointed to the Planning Commission. Mr. Imhoff also stated that upon the advice of legal counsel he has requested all Commission members and staff to complete State Ethics Commission Statement of Financial Interests forms. Mr. Trevorror questioned the necessity of filing these forms as the role of the Commission was mainly as an advisory board. Mr. Imhoff indicated that the Commission not only serves as an advisory board to local municipalities and other county organizations, but also is often directly involved in the hiring of consultants for planning-related services, i.e., preparation of the County Comprehensive Plan, Long Range Transportation Plan, highway corridor studies, etc.

Mr. Imhoff indicated that the County Commissioners have agreed to participate in the Southern Alleghenies Regional Comprehensive Plan initiative. He explained that the next step will be SAPDC's submission of a grant application to PA Department of Community and Economic Development which will be used to fund approximately one-half of the cost of plan preparation. In response to a question regarding the participating counties, Mr. Imhoff stated that of the six counties in the Southern Alleghenies region, only Blair County has not committed to the project.

Updating those present on the status of the Admiral Peary Highway Corridor Plan initiative, Mr. Imhoff reported that of the eleven proposals received, eight are viable for consideration. He explained that three proposals have been rejected based on price and consultant experience. Noting that consultant interviews will be scheduled in the near future, Mr. Imhoff encouraged interested Commission members to participate in the interview/selection process. Mr. Imhoff noted that Cresson Borough and Cresson Township officials, as well as the President of Mount Aloysius College, will be apprised of the corridor plan and invited to provide input during plan development.

Mr. Imhoff reported that after meeting with Summerhill Township officials regarding the update of the township's subdivision and land development ordinance, he has begun revising the CCPC model ordinance to reflect the specific needs of the township.

Noting the County Commissioners' continued interest in adding a \$5.00 fee to the state's annual vehicle registration to help fund maintenance and repairs on local transportation infrastructure, Mr. Imhoff stated that he and Chris Allison had recently met with the Commissioners to discuss potential projects and options for the anticipated revenue. Responding to several questions, Mr. Allison stated that the fee would

generate approximately \$700,000 and that the legislation mandates that the money be returned to the County for specific transportation needs. He indicated that, at the request of the Commissioners, he prepared an analysis of bridge maintenance needs for the 26 structures owned by the County. Mr. Allison explained that the analysis includes costs for bridge replacements, major rehabilitation activities, and preventative maintenance. A discussion concerning current bridge rehabilitation projects and the pros and cons of the additional \$5.00 registration fee was held. As at the November CCPC meeting, Mr. Trevorrow expressed his opposition to the County implementing the fee and his skepticism that the funds would be returned to the County.

Transportation Planning

Mr. Allison stated that transportation activities conducted during December included the continued review of project priorities for the 2017 Twelve Year Program and Transportation Improvement Program update, coordination activities for the Johnstown Area Transportation Study, and an assessment of the Commission's procedures for freight planning. He noted that in addition to the county bridge maintenance needs analysis, staff also completed a survey of bridge conditions for the County's insurance policy renewal.

Mr. Allison reported that staff conducted land use consistency reviews on two project applications for multimodal transportation funding, one for pedestrian improvements in Portage Borough and the other for improvements to the C & I trail extension. He explained that both projects are in conformance with land use policies outlined in the County Comprehensive Plan and are supported by the CCPC.

Community Development Planning

Providing an update on the sign inventory initiative developed by Commission staff, Ms. Murphy stated that staff has begun the initial phases of conducting an inventory for Carrolltown Borough. She explained that she will collect data on all signs within the Borough, thereby developing a geodatabase which will aid borough officials in determining what signs are in need of upgrading and replacement.

Ms. Murphy indicated that staff continues to maintain and update the CCPC website and Facebook page. Mr. Trevorrow commented that the information contained within the Commission's website is a valuable tool for developers as well as the general public.

Ms. Murphy stated that flyers for two upcoming LTAP classes have been developed and will be posted on the website as well as mailed to all 63 county municipalities. The classes, which will be held in March, focus on the Americans with Disabilities Act and Safe Driver education.

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

OLD BUSINESS

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

NEW BUSINESS

At this time, Mr. Trevorrow introduced Mr. Nick Felice, Executive Director of the Cambria County Economic Development Authority. Mr. Trevorrow stated that he had invited Mr. Felice to attend the meeting to apprise the Commission members of the recently-established Foreign Trade Zone (FTZ) in Cambria County. Mr. Felice explained that designation of the Foreign Trade Zone in Cambria, Blair, and Bedford Counties can help businesses that import a significant amount of materials by allowing them to defer payment of tariff/duty and/or entry fees. He explained that the tariff/duty and entry fees are only paid once the raw materials/parts are manufactured and enter into the "US stream of commerce" and no fees are imposed on finished products that are exported. Responding to several questions, Mr. Felice emphasized that Cambria County in its entirety is considered a Foreign Trade Zone and that marketing of the FTZ to prospective companies will be imperative to the success of the project.

There being no additional business to discuss, the meeting was adjourned on a motion by Mr. Whited, seconded by Mr. Kiel. Motion carried.