

MINUTES
Cambria County Planning Commission

November 20, 2016

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, November 20, 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
Lonnie Batdorf
Toni Renee Anderson
Ronald M. Rovansek
Tim Whited
Eric Wolf
James White

ABSENT

STAFF

Ethan C. Imhoff
Christopher D. Allison
Shanna M. Sosko
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. Batdorf, the minutes of the October 20, 2016 CCPC meeting were approved. The motion passed unanimously.

TREASURER'S REPORT

Prior to reading the November Financial Statement, Mr. Imhoff noted that the 2015-2016 audit had been distributed to each member prior to this meeting. He stated that no adverse findings were discovered during the course of the audit. Noting that revenues and expenses for the audit time period were inflated due to the Commission's financial management of the Wildwood Bridge Project, Mr. Imhoff stated that the financial portion of this project is now being managed by the County Controller's office. There being no additional comments or questions on the audit report, Mr. White made a motion that the 2015-2016 audit be accepted as submitted. The motion was seconded by Mr. Kiel and passed unanimously.

The November Financial Statement was read by Mr. Imhoff and reviewed by those present. Mr. Imhoff noted that in addition to the standard monthly bills listed for payment approval, annual insurance stipends in the amount of \$1,000 are also scheduled to be paid to Mr. Imhoff, Mr. Allison, and Ms. Sosko. There being no questions on the financial information presented, Mr. Kiel made a motion that the November Treasurer's Report and the bills listed for payment be approved. The motion was seconded by Mr. Rovansek and passed unanimously.

CORRESPONDENCE

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

STATUS REPORTS

Executive Director

Mr. Imhoff reported that he had recently prepared and submitted a grant application to the Federal Lands Access Program for funding to construct a trail between Veterans Park and the Allegheny Portage Railroad National Historic Site in Cresson Township. Explaining that this initiative is one of the recommendations of the Admiral Peary Highway Corridor Plan, Mr. Imhoff indicated that staff is coordinating development of the project with PennDOT, Penelec, the Cambria County Conservation and Recreation Authority, and Cresson Township officials. Noting that the proposed trail will pass through Penelec property, Mr. Imhoff stated that a right-of-way easement will be required before trail plans can be finalized. He stated that the County Conservation and Recreation Authority and Cresson Township have agreed to maintenance of this portion of the trail.

Mr. Imhoff apprised those present of initial activities involving the development of the Regional Comprehensive Plan in Cambria County. He stated that data collection is continuing and a listing of potential members of the steering committee has been compiled. Noting that the County Commissioners are strong advocates of this endeavor, Mr. Imhoff stated that he and the Commissioners are currently recruiting individuals to serve on the steering committee. Mr. Imhoff noted that Mr. Rovanseck will serve on the committee as the CCPC liaison.

Transportation

Mr. Allison reported that CCPC staff recently met with PennDOT, MPO, and other RPO staff members to discuss implementation of the PennDOT Connects and Planning 360 programs. He explained that these programs seek to ensure a more in-depth review process which will consider bicycle, pedestrian, and other municipal concerns for all transportation projects. In an effort to implement good planning practices and to ensure that the goals and objectives of the new transportation programs are met, a procedure has been developed to review each project listed on the 2017 Transportation Improvement Program and ensuing TIPs. Mr. Allison further explained that the procedure will involve holding conference calls with municipal officials, conducting project field views as necessary, scheduling public meetings for projects located in the Johnstown region, and inviting affected agencies/organizations to field-scoping activities.

With regard to the reorganization of the MPO, Mr. Allison stated that borough and township nominees, as well as several individuals involved with bicycle and pedestrian walkways/trails, are being considered for appointment to the appropriate MPO committee. He noted that one of the goals of this reorganization is to ensure a varied representation for the entire County.

Mr. Allison apprised the members of various meetings he had attended during the month of October.

Community Development

Ms. Sosko stated that during the past month she spent considerable time reviewing municipal water/sewer grant applications for consistency with the land use goals of the 2011 County Comprehensive Plan. She explained that land use consistency approval is a requirement of the application process.

Noting that she has continued to assist CamTran staff on the Authority's Coordinated Public Transit Human Services Plan, Ms. Sosko reported that she developed a map of the rural bus routes incorporating Census data to assist with route planning activities. She noted that she had also prepared GIS mapping for the proposed UPJ sidewalk connecting the University to the Richland Town Center, a proposed trail extension along the Ghost Town Trail, and the proposed Cresson/Allegheny Portage Railroad Site hiking/biking trail connection.

Ms. Sosko reported that two LTAP classes were held in October. She noted that both the Engineering and Traffic Studies and the Salt and Snow Management courses were well attended.

OLD BUSINESS

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

NEW BUSINESS

Mr. Imhoff indicated that he had prepared a draft of the 2017 CCPC budget and copies of such had been provided to each member prior to this meeting. He noted that the proposed budget includes a 3% salary increase for current employees and salary/fringe benefit costs for an additional planner, as well as a 7% increase for health insurance. In response to an inquiry concerning the annual health insurance costs, Mr. Imhoff indicated that in addition to providing health care cover to full-time employees, the Commission also provides supplemental health insurance benefits to retirees and their spouses. Mr. Wolf requested a breakdown of the Commission's monthly health insurance cost by employee/retiree. Mr. Imhoff stated that the proposed budget will be presented for adoption at the December meeting and requested the members to review the proposed budget and contact him should there be any questions on specific line items.

With no further business to discuss, the meeting adjourned on a motion by Mr. White. The motion was seconded by Mr. Whited and passed unanimously.