

MINUTES
Cambria County Planning Commission

December 15, 2016

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, December 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
Lonnie Batdorf
Ronald M. Rovanseck
Tim Whited
Eric Wolf

ABSENT

Russell Kiel
Toni Renee Anderson
James White

STAFF

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

GUESTS

Mark Stephens,
Commissioners' Office

PUBLIC COMMENTS

No public comments were presented at this meeting.

APPROVAL OF MINUTES

On a motion by Mr. Wolf, seconded by by Mr. Batdorf, the minutes of the November 20, 2016 CCPC meeting were approved. The motion passed unanimously.

TREASURER'S REPORT

The December Financial Statement was read by Mr. Imhoff and reviewed by those present. There being no questions or comments on the report, Mr. Rovanseck made a motion that the December Treasurer's Report and the bills listed for payment be approved. The motion was seconded by Mr. Whited 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 the first meeting of the Regional Comprehensive Plan steering committee was held with approximately 25 committee members in attendance. Discussion at the meeting focused on the planning process and goals and objectives of the plan, with more in-depth prioritization of development objectives expected to be accomplished at future committee meetings. Mr. Imhoff noted that similar steering committee meetings in the other five Southern Allegheny counties have also been held.

With regard to the Senior Planner position, Mr. Imhoff reported that based on the resumes submitted, he has determined that three of the five applicants possess the minimum requirements and one has the preferred requirements for the position. Noting that interviews have been scheduled for two of the applicants, Mr. Imhoff invited interested Commission members to attend the interviews.

Noting that the CCPC participates in the County health insurance plan, Mr. Imhoff stated that he discussed the 7.5% increase in health insurance premiums for 2017 with the County Human Resources staff. Based on this conversation, Mr. Imhoff reported that the increase for the upcoming year is due to the County spending more for health services, increased costs of prescription drugs, and the lack of an increase in premiums from 2015 to 2016. The Executive Director indicated that the Commission's health care costs include coverage for three full-time employees, three Commission retirees, and two retiree spouses. At this time, Mr. Belz addressed the members, providing an explanation for health insurance benefits provided to Commission retirees. He stated that this policy, adopted in 2001, mirrors the benefits provided to retired County employees at that time and that health benefits for retirees and spouses were to continue so long as funds are available. He further explained that the policy was adopted in consideration of the employment longevity of the staff and the fact that employees were not compensated for unused sick leave.

Mr. Imhoff stated that he recently attended a meeting with PennDOT officials, Carrolltown Borough Council members, and Gannett Fleming personnel to discuss the final design for the Carrolltown Improvements Project along U.S. Route 219. He indicated that the purpose of the meeting was to garner feedback from local elected officials prior to initiation of the final project design. Construction of the project is scheduled for 2019.

Transportation

Reporting on staff involvement with various transportation-related activities, Mr. Allison stated that field verification of approximately 50 HPMS sample sections throughout the County was completed. He noted that data item changes were submitted to PennDOT. He also reported that staff continues to be involved with the Admiral Peary Corridor Plan, assisting in the finalization of project priorities and recommendations. Mr. Allison explained that that specific transportation improvement projects recommended in the Admiral Peary Plan will be considered for inclusion on the 2017-2020 Transportation Improvement Program (TIP). With regard to the TIP, Mr. Allison stated that a memorandum vote of the Cambria County MPO resulted in the addition of the Hastings Industrial Park internal access road project being added to this program.

Providing a brief report on the County Bridge Program, Mr. Allison stated that staff coordinated with PennDOT District 9-0 and the Cambria County Conservation District to ensure that debris removal is included as part the Creslo/St. Michael bridge deck replacement project. He explained that although securing permits for the removal of the extra debris will extend the preconstruction phase by a full year, the County Commissioners are in agreement with the scope of work change. Mr. Allison noted that the cost of debris removal and associated permits will be absorbed into the existing project, which is 100% federally funded through the Transportation Improvement Program.

Community Development

Ms. Sosko apprised the members of her involvement in several projects which include map preparation and photography for the proposed pedestrian trail connecting Veteran Park in Cresson Township with the

Allegheny Portage Railroad National Historic Site; map preparation and digitization for CamTran's Coordinated Public Transit Human Services Transportation Plan; and preparation of an ArcGIS feature class table with information about each county-owned bridge. Ms. Sosko explained that the information included in the feature class table can be used for future mapping of these structures.

Ms. Sosko stated that although all data is collected and sign attributes are configured for the Carrolltown Borough Sign Inventory, online accessibility is dependent upon upgrades to the local government model database which are currently being undertaken by the County GIS Department.

With regard to the Local Transportation Assistance Program (LTAP), Ms. Sosko stated that staff developed flyers advertising the spring and summer 2017 LTAP classes. She noted that in addition to mailing flyers to every municipality and other interested organizations, the classes will be announced on social media and the CCPC website. Ms. Sosko indicated that the April class will focus on maintenance problems of unpaved and gravel roads and the May class will discuss control of roadside vegetation.

OLD BUSINESS

Mr. Imhoff stated that the 2017 CCPC budget had been provided to each member and briefly discussed at the November meeting. Noting that there had been no changes made to the draft budget since the November meeting, Mr. Imhoff reiterated that the proposed budget includes a 3% salary increase for current employees, salary/fringe benefits costs for an additional employee, a 7% increase for health insurance (as previously discussed), and standard operating and fringe benefits costs. On a motion by Mr. Rovanssek, seconded by Mr. Wolf, the 2017 CCPC budget was approved as presented. The motion passed unanimously.

NEW BUSINESS

Mr. Imhoff mentioned that due to the planned retirement of the Executive Director of the County Redevelopment Authority, CCPC staff may become more involved with some of the Authority's activities and responsibilities. He stated that he will keep the Commission members apprised in this regard.

Mr. Imhoff stated that Tim Whited's term on the Commission is set to expire on December 31, 2016 and Mr. Whited has requested not to be reappointed. Both the Commission members and staff expressed their sincere appreciation to Mr. Whited for his dedication and service over the past ten years.

On a motion by Mr. Whited, seconded by Mr. Wolf, the meeting was adjourned. Motion passed unanimously.