

MINUTES  
Cambria County Planning Commission  
March 21, 2019

The regular monthly meeting of the CCPC was held on Thursday, March 21, 2019, at 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

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

PRESENT

Ronald M. Rovansek  
Toni-Renee Anderson  
Debra Orner  
Eric Wolf  
Lonnie Batdorf  
Diane Waksmunski  
James White  
Russell Kiel

ABSENT

Rev. Sylvia King

STAFF

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

PUBLIC COMMENT

No public comment was offered at this meeting.

APPROVAL OF MINUTES

On a motion by Mr. Wolf, seconded by Mr. Batdorf, the minutes of the February 21, 2019 CCPC meeting were approved. The motion passed unanimously.

TREASURER'S REPORT

The March Financial Statement was read by Mr. Imhoff and reviewed by those present. Mr. Batdorf made a motion that the Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Mr. White and passed unanimously.

CORRESPONDENCE

No correspondence was read at this meeting.

STATUS REPORTS

Although no oral presentations were given by staff at this meeting, Mr. Imhoff gave a brief update on the development of a podcast to promote and market the Alleghenies Ahead regional comprehensive plan. He stated that the first podcast was conducted with Dr. John Mills, Interim President of Mount Aloysius College, and two additional tapings will be conducted within the next month. Mr. Imhoff explained that one of these tapings will focus on the region's recreational assets and priorities identified in the comprehensive plan and will complement the Mount's Outdoor Expo which highlights outdoor recreation opportunities in Cambria County.

Mr. Imhoff remarked that Cresson Borough has officially adopted a Subdivision and Land Development Ordinance and CCPC staff is looking forward to working with the Borough as they implement the ordinance.

#### NEW BUSINESS

Mr. Imhoff requested the board to consider the appointment of an Open Records Officer for the Commission. He indicated that although the Commission has never received a right-to-know request, establishing an Open Records Officer would facilitate staff in meeting state response requirements in the event such a request is received by the Commission. Mr. Wolf made a motion that Mr. Imhoff be appointed as the Commission's Right-to-Know Officer, with Ms. Bukowski appointed to serve as the alternate for this position. The motion was seconded by Mr. Batdorf and passed unanimously.

#### GOOD NEWS ROUNDTABLE

In an abbreviated roundtable discussion, several members shared good news stories relevant to their communities.

#### OLD BUSINESS

Mr. Imhoff stated that it was suggested at the February CCPC meeting that a proposal to increase the Commission's current Act 247 Fee Schedule be revisited at this meeting. In light of this, Mr. Imhoff reviewed the current fee schedule and briefly explained the mandates of the Pennsylvania Municipal Planning Code and the CCPC's role in reviewing subdivision and land development applications submitted to municipalities that have an adopted ordinance. The Executive Director also noted that the fee structure has not been updated in five years. After a brief discussion, there was a consensus among those present that Mr. Imhoff prepare a new fee schedule which would update review fee amounts as well as incorporate a standard fee for right-to-know requests. Once prepared, the updated fee schedule will be presented to the board for additional discussion and approval consideration.

In response to an inquiry posed at last month's CCPC meeting regarding the possibility of the Commission covering monthly lunch expenses for CCPC staff and board members, Mr. Imhoff reported that this expense would be approximately \$125 per month and would not be an eligible cost under the Unified Planning Work Program. During an ensuing discussion, it was noted that funds from the County allocation could be used for this purpose, however, the majority of board members expressed their desire to continue to pay for their own lunch. No further action was taken on this issue.

#### OTHER BUSINESS

State Ethics forms were distributed to CCPC members with a request that they be completed and returned by May.

Mr. Imhoff reminded the Commission members that the 2018 Annual Report has been prepared and is posted on the Commission's website. Printed copies of the document were distributed to several members in attendance.

The meeting was adjourned on a motion by Mr. White, seconded by Mr. Wolf. Motion passed unanimously.