

MINUTES
Cambria County Planning Commission
October 15, 2020

To assure continued safety and well-being of members and staff, the regular monthly meeting of the CCPC was held via zoom video conference/teleconference on Thursday, October 15, 2020, at 12 noon. The meeting and teleconference line were publicly advertised pursuant to public notice. CCPC members and staff attended via video/teleconference.

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

PRESENT

Eric Wolf
Russell Kiel
Diane Waksmunski
Ronald Rovansek
Debra Orner
Rev. Sylvia King

ABSENT

James White
Lonnie Batdorf

STAFF

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

PUBLIC COMMENT

No members of the public participated in the teleconference and no public comment was offered at this time.

APPROVAL OF MINUTES

On a motion by Mr. Kiel, seconded by Mr. Rovansek, the minutes of the September 17, 2020 CCPC meeting were approved. The motion passed unanimously.

TREASURER'S REPORT

Mr. Imhoff noted that this report, as well as all other pertinent information, was provided to the members prior to this meeting via e-mail. The October Financial Statement was read by Mr. Imhoff and reviewed by the Commission members. There being no questions or comments on the report, Mr. Rovansek made a motion that the Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Mr. Kiel and passed unanimously.

In related financial matters, Mr. Imhoff noted that the final draft of the 2019-2020 CCPC audit, prepared by BarnesSaly, LLC, is expected within the next week. He also stated that he has begun preparing the 2021 budget and is awaiting information regarding anticipated health care costs, revenue figures associated with administration of the County's EMA plan; and Personnel Committee salary recommendations before finalizing the budget.

CORRESPONDENCE

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

STATUS REPORTS

Executive Director

Mr. Imhoff noted that the County's IT department has restored the County's server, which had been affected by a major virus attack, and all CCPC computers have been reconnected to the system.

The Executive Director reported that he visited the Veterans Park/Allegheny Portage Railroad trail in Cresson Township. Noting that Cresson Township provided in-kind labor to construct the loop trail, Mr. Imhoff stated that a \$3,500 CFA grant will be used to reimburse the Township for materials purchased to complete the project. He explained that the grant was received by the CCPC and will be transferred to Cresson Township upon receipt of invoices confirming expenses incurred by the Township.

Providing an update on Vision 2025, Mr. Imhoff stated that the organization has been incorporated as a 501C(3) non-profit entity, 23 applicants have responded to the advertisement for the Executive Director position; and community listening sessions have been held to garner citizen input as the organization moves forward. He also indicated that the community listening sessions have resulted in the organization of four community development groups each focusing on one of the following specific activities: recreation, neighborhood development, marketing/promotions; and entertainment.

Mr. Imhoff reported that in addition to meeting with the Personnel Committee to discuss salary data and structures, he has met with Commission employees to discuss their career path visions for the next several years. He stated that Personnel Committee recommendations will be shared with Commission members, prior to finalization and approval of the 2021 proposed budget.

Mr. Imhoff informed the members that the Greater Johnstown Regional Partnership BUILD grant application submitted to the US Department of Transportation earlier this year was not funded. Explaining that the application sought funds to complete construction upgrades to the Johnstown Train Station, Inclined Plane and CamTran Transit Center. Mr. Imhoff noted that the project consultant was encouraged to create a local workgroup to continue to develop the projects so they are shovel-ready and therefore more competitive for a future BUILD grant application.

Transportation Planner

Mr. Allison stated that he will be taking the lead in the development of a corridor plan for William Penn Avenue in the Prospect neighborhood of Johnstown. He apprised the members that in addition to staff work efforts, a steering committee will be formed to garner local input. To date, Commission staff has walked the corridor, spoke with residents, and documented conditions along the corridor.

Providing an update on Highway Performance Monitoring System activities under the current UPWP, the Transportation Planner stated that field views were conducted on several HPMS sample sections which were last viewed in 2015. Data collected will be submitted to PA DOT Central Office.

Mr. Allison reported that the September 16, 2020 meeting of the Cambria County Metropolitan Planning Organization was held on-line, as per COVID-19 social distancing guidelines. A CamTran Safety Plan and Transit Asset Management Plan were approved at this meeting. He also noted that PA DOT recently coordinated a Skype meeting to present reasonable solutions/improvements as outlined in the Elton Road Corridor Improvement Plan.

Community Development

Ms. Sosko was happy to announce that her computer and pertinent programs have been reinstated and she has been working diligently to update documents/files. She stated that in addition to assisting with the HPMS field views, she has continued website and social media development/maintenance, Census outreach activities, and LTAP coordination.

Ms. Sosko reported that she continues to review subdivision and land development plans on an on-going basis. In a related initiative to promote an action item in the *Alleghenies Ahead* Comprehensive Plan, Ms. Sosko stated and she and the Executive Director recently met with the Cambria County Commissioners to discuss their interest in development/implementation of a county-wide Subdivision and Land Development Ordinance (SALDO). She indicated that because the Commissioners have reservations about county-wide land use controls, they suggested that the CCPC reach out to those municipalities in the County that do not have their own ordinances to ascertain their interest in pursuing this initiative.

Senior Planner

Ms. Kinka briefly apprised the members of on-going implementation activities pertaining to the market-rate housing strategy, *Elevate Johnstown*. She stated that she facilitated a presentation to the Johnstown Rotary Club regarding the plan and strategies to be developed as the plan moves into the implementation stage. Noting that this type of presentation provides a good public relations platform, Ms. Kinka encouraged CCPC members to contact staff if they are aware of any organizations that may be interested in a similar presentation.

Ms. Kinka reported that she has met with City staff members to offer technical support to amend an existing ordinance which prohibits leashed dogs from entering public recreation areas and green spaces. She explained that if downtown residential development is to be encouraged, amenities which are amicable to individuals/families must be fostered.

Updating the members on her involvement with Vision Together 2025, Ms. Kinka stated that she continues to be involved with developing a platform and strategy for engaging and recruiting the next generation of future community leaders. She indicated that the support of current key leaders is needed to assist in filling current/upcoming vacancies on organizational/planning/implementation agencies with individuals who have the interest and vision to advance the area.

OLD BUSINESS

Mr. Wolf noted that there was no "Old Business" to discuss at this meeting.

NEW BUSINESS

Mr. Imhoff informed the members that he prepared an application to Cambria County for reimbursement of COVID-related expenses incurred by the Commission (purchase of laptop computers/software/licensing needed for efficient remote access; meeting notice advertising; zoom subscription; and safety supplies). He explained that County departments/agencies were encouraged to apply and if expenses are deemed eligible, funds will be disbursed from the County's CARES Act grant. In this regard, Mr. Imhoff stated that a resolution authorizing the filing of the application with Cambria County for COVID-19 relief and certifying that the expenses submitted in the amount of \$4,250.65 as eligible expenses was needed to complete the submission. On a motion by Mr. Kiel, seconded by Ms. Waksmunski, the resolution was approved. Motion passed unanimously.

There being no further business, Mr. Wolf adjourned the meeting.