

MINUTES
Cambria County Planning Commission
March 21, 2024

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, March 21, 2024, at 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

Chairwoman, Melissa Komar, called the meeting to order. Due to her attendance via telephone, Ms. Komar turned the meeting over to Vice-Chair, Dr. Koren.

PRESENT

Melissa Komar (via telephone)
Ron Rovansek
Diane Waksmunski
Danea Koss
Debra Orner
Charlie Koren
Scott Eberhart
Paul Kundrod
Shawn Veneskey

GUESTS

Commissioner Scott Hunt

STAFF

Christopher Allison
Colleen Bukowski
Shanna Sosko
Jacob Zerby

EXECUTIVE SESSION

Dr. Koren adjourned the meeting for an Executive Session. The regular meeting resumed at 12:25 p.m.

PUBLIC COMMENT

No public comment was presented.

ACTION ITEMS

Approval of Minutes

Prior to approval of the minutes, Dr. Koren requested an update on the procurement of a Commission credit card. Mr. Allison stated that options have been discussed with local financial institutions and a meeting is scheduled with Ameriserv Financial Bank to finalize procurement of the cards. He noted that the credit cards will be secured and activated by the April meeting. Dr. Koren also inquired whether the tri-fold municipal outreach brochure has been finalized, as indicated in the February CCPC minutes. Ms. Sosko responded that not all comments provided by several board members were incorporated into the first printing of the brochure, however, the draft was revised to reflect several suggestions and additional revisions/updates to the flyer will be revisited as time permits.

There being no additional discussion on the minutes of the previous month, Ms. Orner made a motion that the February 15, 2024 meeting minutes be approved. The motion was seconded by Mr. Kundrod and passed unanimously.

Treasurer's Report

The Executive Director reported the February 29, 2024 balances for the Commission's regular checking account as \$147,168.91 and for the Money Market Account as \$25,477.88. He stated that expenditures listed for payment included regular monthly payroll, taxes, retirement contributions, and standard operating expenses. There being no comments on the March Financial Statement, Mr. Rovansek made a motion that the March Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Ms. Koss and passed unanimously.

DISCUSSION ITEMS

Municipal Outreach Update

Ms. Sosko reported that the updated municipal outreach brochure was sent to each municipality along with a letter encouraging municipal officials to schedule a meeting with Planning Commission staff to discuss issues affecting their community and to explore potential areas of collaboration and support from the CCPC. In addition to the brochure, staff business cards were sent to the municipal contacts to provide direct contact information for Commission staff members. Ms. Sosko stated that a few municipal representatives have contacted staff to either express interest in meeting with staff or declining assistance from the Commission. Both Ms. Sosko and Mr. Zerby commented that a follow-up e-mail will be sent to each municipality and any forthcoming meetings will be scheduled at the convenience of the local officials. Commissioner Hunt suggested that contact with the President of Borough Council/Chair of the Township Supervisors may yield a more positive response to the Commission's offer of assistance.

STATUS REPORTS

Executive Director

Mr. Allison reported that he and Mr. Zerby have been coordinating with Southern Alleghenies Planning and Development (SAPDC) staff to refine the scope of work for a regional Electric Vehicle Infrastructure Plan being proposed by SAPDC. He explained that Commission staff has suggested that the scope of work be revised to allow increased CCPC/SAPDC staff involvement vs. outsourcing to an outside consultant. In response to a question regarding the impact that state-sponsored charging stations will have on private EV facilities, Mr. Zerby stated that at the present time, PennDOT is focusing on developing a funding mechanism for EV infrastructure along the interstate highway system. He noted that as the EV initiative progresses the funding mechanism will broaden to encompass areas such as Cambria County that does not have an interstate highway within its boundary.

Briefly updating the members on the Long Range Transportation Plan update, Mr. Allison stated that team management meetings, as well as in-house staff meetings, continue on a regular basis. He reported that

discussion at these meetings focus on project listings, air quality conformity analysis, and timelines for completion of the update.

Mr. Allison stated that staff has contacted CamTran staff to offer assistance in developing the Authority's Public Transit/Human Services Plan. He noted that it has been determined that this initiative should not be started prior to July, 2024.

The Executive Director reported that he and the Commission's Transportation Planner met with the County Commissioners to review various types of funding available to the County for municipal bridge repair and replacement projects. Noting that the current Board of Commissioners have reinstated the use of Act 89 (\$5 vehicle registration fee) funds for County and local bridge repair projects, Mr. Allison commented that Commission staff has begun preparing a strategy to determine project priorities and selection. Commissioner Hunt stated that the use of Act 89 funds has been very successful in repairing and replacing structurally deficient bridges and will continue to provide a funding mechanism for future projects.

Community Development

Ms. Sosko reported that she attended meetings with Southmont Borough, Westmont Borough, and Upper Yoder Township to further coordinate and promote cooperation in development of a West Hills Regional Comprehensive Plan. Noting that she also made initial contact with representatives of Lower Yoder Township and Brownstown Borough in an effort to encourage their participation in the regional plan, Ms. Sosko stated that an application to the PA Department of Community and Economic Development (PA DCED) will be prepared and submitted later this year in an attempt to secure funding for this initiative.

The Community Development Planner stated that in addition to providing subdivision review comments to several municipalities, she has scheduled Local Technical Assistance Program (LTAP) classes for 2024. Ms. Sosko commented that classes will be posted to the CCPC website and municipal officials will be encouraged to attend as CCPC staff conducts in-person outreach visits to each municipality.

Transportation

Noting that several ongoing transportation work initiatives were previously discussed under the Executive Director status report, Mr. Zerby apprised the members that an update to the MPO's Public Participation Plan (PPP) has been an ongoing project. Explaining that this plan presents the CCPC's methods for providing inclusive opportunities for public participation in the preparation of transportation planning documents, Mr. Zerby stated that Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) comments were addressed and the document resubmitted to both federal agencies. Noting that staff is awaiting further comments prior to finalizing the document, Mr. Zerby indicated that the public review period for the PPP will be conducted after completion of the LRTP public review period.

Further explaining that the PPP is prepared to demonstrate and ensure CCPC and MPO compliance with Title VI Equal Opportunity legislation which ensures non-discrimination on the basis of race, color, national

origin, sex, age, religion, income, disability or limited English proficiency. He stated that, in addition to the PPP, Environmental Justice (EJ) initiatives that promote the participation of minorities, low-income persons, and limited English proficiency segments of the population in the transportation planning process will be addressed in the LRTP process and other work elements of the Unified Planning Work Program.

With no further business to discuss, the meeting was adjourned on a motion by Mr. Rovansek, seconded by Mr. Kundrod. Motion passed unanimously.