Minutes of the Meeting

November 20, 2019

The regular monthly meeting of the Perry County Planning Commission (PCPC) was held on Wednesday, November 20, 2019 in the Commissioners’ Hearing Room of the Veteran’s Memorial Building, New Bloomfield, PA. Chairman Turner called the meeting to order at 7:00 PM.

1. ROLL CALL

Members present were Chairman Jim Turner, Robert Shaffer, Cathy Gilbert, Danny Kirk, Tom Graupensperger, Zach Huss, and Dave Rice. Steve Deck and Jason Finnerty were present representing the staff.

2. MINUTES

Chairman Turner stated the October 16, 2019 monthly meeting minutes were distributed as part of the agenda packets and asked if any of the members had any edits they would like to offer. None of the members offered any edits.

Mr. Kirk motioned to approve the minutes without edit. The motion was seconded by Mr. Rice, and passed unanimously.

3. GOOD AND WELFARE

Mrs. Tami Halstead was in attendance for the general consistency review of the PA Department of Community and Economic Development Office of Business Financing Site Development Division Pipeline Investment Program grant application submitted by SEDA COG.

4. COMMUNICATIONS AND PAYMENTS OF EXPENSE

A. Communications

Chairman Turner asked the commission members if there were any communications from the monthly communications list needing to be discussed or if any needed to be brought to the PCPC’s attention. None of the members asked for any additional information regarding the communications and staff did not wish to highlight any from the list.

Email communications were supplied at the meeting.

B. Payment of Expenses

Mr. Shaffer made a motion to approve the following expenses. Mr. Rice seconded and the motion passed unanimously.

Check #1187.................................................................$953.00

C. Bank Account Discussion – Orrstown Bank closing its New Bloomfield Offices
A motion was made by Mr. Rice to authorize staff to close the Orrstown Bank checking account and move the remaining $734.33 to an F&M account set up for the PCPC and administered by the TCRPC. The motion was seconded by Mr. Graupensperger and passed unanimously.

5. REPORTS

A. Treasurer’s Report

Mr. Kirk motioned to accept the Treasurer’s Report in the form of financial statements for the period of January 1, 2019 through October 31, 2019 for filing subject to audit. Graupensperger seconded the motion and the motion passed unanimously.

B. Staff Report

1). Local Planning Assistance (LPA) Report

Mr. Finnerty stated our staff continued to assist the Marysville Borough Planning Commission with work on their zoning ordinance. Additional outreach on the Hazard Mitigation Plan was also provided. He indicated they will probably resume work with Spring Township in 2020 if the Township signs up for the LPA Program.

A copy of the report is attached to the file copy of the minutes.

2). Program Progress Report

Mr. Deck shared information regarding the potential pursuit of PA DCED grant funding to improve the TCRPC Toolbox with its model ordinances. Also covering the region, he indicated staff was involved in both Dauphin and Perry County’s Complete Count Committees.

Considering transportation, Mr. Deck mentioned the HATS staff has been meeting with PennDOT District 8-0 officials regarding content for the next 4-year Transportation Improvement Program. He suggested anyone needing assistance with projects contact the office. Progress on a potential park and ride facility near Dromgold’s Corner has slowed to enable the Historical Society to work with PHMC in the development of a long-term plan for the use of the property.

A copy of the progress report is attached to the file copy of the minutes.

6. UNFINISHED BUSINESS

A. Perry County Comprehensive Plan Implementation

Staff continues to coordinate the efforts of two Comprehensive Plan implementation workgroups. Mr. Finnerty indicated a meeting was held in November for the Natural Resources and Recreation Issues Workgroup. During the first week of December the Economic Issues Workgroup will reconvene. Staff will have two meeting summary reports to share with the PCPC in December.

B. County Hazard Mitigation Plan
Mr. Finnerty reported he has been contacted by the Pennsylvania Emergency Management Agency (PEMA) on the Agency’s review of the plan. PEMA has advised our office the plan may now be passed onto FEMA. Still, there were three items listed as unmet according to the reviewer so staff will attempt to address these three items prior to sending the plan off to the FEMA Region 3 official. It is the hope the plan will be sent around the Thanksgiving holiday.

7. NEW BUSINESS

A. Subdivision and Land Development Matters

1). Review and Report

Chairman Turner asked the Commission members if there were any plans on the monthly review and report table they would like to view. Mr. Shaffer asked if there had been any questions to the supplemental comments related to the Sheetz land development plan in Penn Township. Mr. Finnerty stated he did not hear from the Township regarding the additional thoughts. Mr. Kirk asked about the content of the Diemler subdivision plan (File #19-061)

Mr. Shaffer motioned to ratify to staff reviews of all plans listed in the monthly review report table. The motion was seconded by Mr. Graupensperger and passed unanimously.

A copy of the Review and Report Table is attached to the file copy of these minutes.

2). Watts Township Subdivision and Land Development Ordinance (Complete Revised)

The office received a proposed subdivision and land development ordinance intended to replace the present ordinance.

A motion was made by Mr. Kirk to authorize the Chairman to sign a letter recommending the Watts Township Board of Supervisors refrain from adopting the ordinance as presently prepared. The revision to the letter will mention the availability of staff to happily meet with the supervisors, or attend the public hearing on the ordinance to discuss the content of the letter. The motion was seconded by Mrs. Gilbert and passed unanimously.

C. Other Matters

1). Recommendations for TCRPC Appointments

A motion was made by Mr. Rice to recommend retaining the current slate of PCPC member representatives on the TCRPC Board. The PCPC members represented on the TCRPC Board are Jim Turner, Brian Funkhouser, Danny Kirk, and Tom Graupensperger. The motion was seconded by Mrs. Gilbert and passed unanimously.

By schedule arrangement for change in officers, Mr. Graupensperger will become the Chairman and Mr. Kirk will become the Secretary. Mr. Finnerty will follow up the by sharing the recommendation with the Perry County Board of Commissioners for appointment considerations.

Considering the municipal regional representatives a motion was made by Mr. Shaffer to recommend Nina Taylor as the western region representative; Frank
Campbell as the northeast representative; James Fuller as the southeastern representative; and Rich Stees as the member-at-large on the TCRPC Board. The motion was seconded by Mr. Kirk and passed unanimously.

2). Intergovernmental Review for Bloomfield Borough Water Authority Grant application to Proposed North Carlisle Street Booster Station Site

Mr. Finnett mentioned the office received an intergovernmental review for the Bloomfield Borough Water Authority (BBWA). With the grant, the BBWA is seeking a PA Small Water and Sewer Grant for $331,520.00 to install a booster station to provide service to the Carson Long Campus from the new well treatment plant site (Well 3).

Mr. Graupensperger made a motion to authorize the Chairman to sign both letters for support of the Bloomfield Water Authority’s pursuit of funding for the booster station. The motion was seconded by Mr. Shaffer and passed unanimously.

3). Advertisement for 2020 PCPC Meeting Dates

A copy of the meeting dates and times were distributed to the members for consideration.

Mr. Kirk motioned to authorize staff to advertise the PCPC’s 2020 meeting schedule. The Motion was seconded by Mrs. Gilbert and passed unanimously.

4). Completion of a Hazard Identification form for the Old Perry County Jail (20 West McClure Street, New Bloomfield, PA

Mr. Finnett shared a copy of a multi-page hazard identification survey he was asked to complete for the old Perry County Jail. The request was made by the Perry County Maintenance Director Marty Smith. The copy of the survey was shared with the members.

5). Meeting between the PA Rural Water Assoc., DEP and representatives for the Bloomfield Borough Water Authority and the Duncannon Water Company

The PCPC staff coordinated what was intended to be a meeting for both the Bloomfield Borough Water Authority and the Duncannon Borough Water Company with representatives from the PA Rural Water Association and the PADEP. The meeting was held in the Wheatfield Township Municipal Building, but Duncannon Borough’s representative did not make an appearance.

The information from the meeting will now be shared with the Bloomfield Borough Water Authority, and the Authority’s attendee will seek the Board’s approval to have PA Rural Water prepare a Source Water Protection Plan for the Bloomfield Borough Water Authority.

6). General Consistency Review PA Department of Community and Economic Development Office of Business Financing Site Development Division Pipeline Investment Program SEDA COG

Mr. Finnett mentioned the office received an intergovernmental review for the SEDA Council of Governments SEDA COG. With the grant, SEDA COG is seeking a PA Small Water and Sewer Grant for $137,500.00 to purchase and install a liquefied natural
gas storage and supply tank station to service a tenant (PA Options for Wellness) within the Perry Innovation Park.

Mr. Shaffer made an omnibus motion to authorize the Chairman to sign both a letter for supporting of the Loysville Authority’s SEDA COG’s pursuit of funding to improve the wastewater treatment facilities, establish natural gas service within the former Business Campus. The motion was seconded by Mr. Graupensperger and passed unanimously.

Mrs. Halstead expressed concern for the public-private partnership arrangement and the responsibility for long-term maintenance.

7). General Consistency Review of a PA DCED Small Water and Sewer Grant Application for the Loysville Wastewater Treatment Plant Lateral CIPP Lining and Trap/ Ventilation Project

Mr. Finnerty mentioned the office received two intergovernmental reviews for the Village of Loysville’s Waste Water Treatment Plan and facilities. With the first grant, the Loysville Village Municipal Authority (LVMA) is seeking a PA Small Water and Sewer Grant for $164,550.00 to help upgrade the WWTP facility, replacement of an interceptor, repair and rehabilitation of the collection system. With the second grant, the LVMA is seeking $5,067,518.00 from a PA DCED H2O PA Water Supply grant to help with an upgrade of the WWTP facility, to include replacement of an interceptor, and repair and rehabilitation of the collection system.

Mrs. Gilbert made an omnibus motion to authorize the Chairman to sign both letters for support of the Loysville Authority’s pursuit of funding to improve the wastewater treatment facilities. The motion was seconded by Mr. Huss and passed unanimously.

8). General Consistency Review of a PA DCED H2O PA Water Supply, Sanitary Sewer and Stormwater Projects Grant Application for the Loysville Wastewater Treatment Plant System Upgrade

See 7 above.

9). 2020 Newport Borough LPA Agreement

Mr. Finnerty mentioned the office received two LPA agreements for 2020 the first was from Newport Borough (Level 3) and the second was from Bloomfield Borough (Level 2)

Mr. Kirk made an omnibus motion to authorize the Chairman to sign both LPA agreements for Bloomfield Borough and Newport Borough. The motion was seconded by Mrs. Gilbert and passed unanimously.

10). 2020 Bloomfield Borough LPA Agreement

See 9 above.

8. ADJOURNMENT

Chairman Turner adjourned the Perry County Planning Commission is scheduled for Wednesday, December 18, 2019 at 7:00 PM. The meeting will be held in the Commissioner’s Hearing Room of
the Perry County Veteran’s Memorial Building.

Respectfully submitted,

[Signature]

Robert E. Shaffer, Sr.
Secretary