The regular monthly meeting of the Perry County Planning Commission was held on Wednesday, January 15, 2020 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, Zach Huss, Donny Bartch, Tom Graupensperger, Cathy Gilbert, Danny Kirk, and Dave Rice. Commissioner Brenda Watson was in attendance as the County Commissioners’ liaison to the County Planning Commission. Steve Deck and Jason Finnerty were present representing the staff.

2. REORGANIZATION

   Chairman Turner asked the PCPC members if there were any nominations for the officer positions for 2020.

   A motion was made by Ms. Gilbert, to keep the same slate of officers from 2019. The motion was seconded by Mr. Rice and passed unanimously. The officers for 2019 are Mr. Turner, Chairman, Mr. Graupensperger, Vice-Chairman, Mr. Shaffer, Secretary, and Mr. Rice, Treasurer.

3. MINUTES

   Chairman Turner asked the members if they had read through the December 18, 2019 monthly meeting minutes and if they had any edits they would like to offer. None of the members offered any edits.

   Mr. Kirk motioned to approve the minutes without edit. Mr. Bartch seconded the motion, and the motion passed unanimously.

4. GOOD AND WELFARE

   No one was in attendance for the good and the welfare portion of the agenda. Instead, the Commission used the time to introduce themselves to Commissioner Watson and discussed some elements of community planning.

5. 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 staff had any items
to bring to the PCPC’s attention. None of the members requested any additional information from the list of monthly communications. Mr. Finnerty indicated a second PADEP letter had was received and would be added to the file copy of the agenda packet. He also provided information regarding another PADEP letter to Watts Township regarding the approval of the township’s Act 537 Plan.

B. Payment of Expenses

Mrs. Gilbert made a motion to approve the following expenses. Mr. Huss seconded and the motion passed unanimously.

Transfer amount..............................................................................................................$165.00

6. REPORTS

A. Treasurer’s Report

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

B. Staff Report

1. Local Planning Assistance (LPA) Report

Mr. Finnerty stated there were no LPA meetings to report on during the past month.

2. Program Progress Report

Regarding transportation, Mr. Deck mentioned a meeting with PennDOT regarding the 2021-2023 Transportation Improvement Program (TIP). New noteworthy additions to the TIP include resurfacing US Traffic Routes 22/322, the State Route 34 park and ride facility, turning lanes along 34, and there are a total of 40 Perry County bridges programmed.

Regional efforts include research for the toolbox.

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

7. UNFINISHED BUSINESS

A. Perry County Comprehensive Plan Implementation

Staff continued coordinating two Comprehensive Plan implementation workgroups. The Natural Resources and Recreation Workgroup met yesterday, January 14th. There were several new participants attending the meeting including the PA DCNR Parks Director at Little Buffalo State Park, the Economic Development Authority’s Program Coordinator, an owner of Blue Mountain Outfitters, and a representative of
Duncannon’s Appalachian Trail Community. The group discussed two potential connecting trails to Little Buffalo State Park and the potential Sherman’s Creek Water Trail.

The Economic Development Issues Workgroup will be meeting next month on February 6, 2020.

B. County Hazard Mitigation Plan

Mr. Finnerty mentioned he is still waiting word from the Federal Emergency Management Agency regarding their review of the final draft plan. The agency’s 45-day review period is nearing completion.

C. 2019 PCPC Annual Report

Mr. Finnerty stated work on the draft version of the Perry County Annual Report has concluded and as soon as the Communications Coordinator is able to package it up, he will send copies out to everyone for review with the hope that the PCPC could consider it for finalizing at the February PCPC meeting.

Chairman Turner asked that the PCPC members review the draft document when it is provided and get comment back to staff as soon as they are able.

D. 2020 Perry County Community E-Data Booklet

Mr. Finnerty indicated roughly half of the municipalities have responded so far with some minor changes to their boards and contacts. Reminding notices will be sending out the beginning of February to those municipalities that have not responded, recognizing some schedule their monthly meeting near the end of the month. The project is scheduled to conclude at the end of January.

E. 2019 Building Activity Report

Mr. Finnerty indicated he has spoken with the Assessment Office staff regarding the annual summary report they provide to initiate the process of permit review for 2019. More work will be conducted before the February meeting.

8. 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. None of the members requested to see any of the plans on the Monthly Review Report list.

Mr. Rice 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.

B. Other Matters

1) Mr. Deck mentioned the TCRPC is looking to update its toolbox for municipalities throughout the region. The project will focus on providing these materials in an easy-to-use, online format that is tailored to address the greatest current needs, but flexible enough to update and address changing issues and trends. From the outreach, municipal officials will be solicited for content based upon need. Outreach on the toolset organization and use will also be part of the deliverables.

The TCRPC is seeking $37,500 from the Municipal Assistance Program. The overall project has been estimated at $75,000.

A motion was made by Mr. Huss to authorize the Chairman to sign a letter of general consistency for the TCRPC’s grant application to the PA DCED. The motion was seconded by Mr. Rice and passed unanimously.

2) 2020 LPA Agreement (Spring Township - Level 3)

Mr. Finnerty stated one LPA agreement was received by the office for Spring Township.

A motion was made by Mrs. Gilbert to authorize the Chairman to sign the 2020 LPA program service agreement. The motion was seconded by Mr. Kirk and passed unanimously.

9. ADJOURNMENT

Chairman Turner adjourned the meeting at 7:40 PM. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, February 19, 2020 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