

Venango County Regional Planning Commission
Minutes
3/19/2019

Those present at the public meeting of the Venango County Regional Planning Commission held at the FICDA building, at 6:30 p.m.

Present: John McClelland
Rick Burchfield
Nick Melnick
Greg Miller
Nancy Marano
Frank Pankratz
Rodney Gladd
Dave Owens
John Neidich

Guests: Ben Porter

Staff: Jason Ruggiero
Hilary Buchanan
Joshua Sterling
Joyce Jiang

Absent Excused: Keith Klingler
Mike Swatzler
Tracy Jamieson

Monthly board meeting called to order by Chair Nancy Marano, at 6:30 p.m.

Majority of board members was present for the meeting. The attendance of 8 board members (of the 13 current appointees) was accounted for by Joshua Sterling.

APPROVAL OF MINUTES

- Frank Pankratz made a motion to accept the minutes of the March 19 meeting; and John Neidich seconded.

PUBLIC COMMENTS ON AGENDA ITEMS

- None

SPECIAL PURPOSE MATTERS

- A. The Planning Commission staff provided the board and public with copies of the department's draft 2018 Annual Report; and gave a page-by-page rundown of the document. The draft required board approval prior to submitting it to the County Commissioners Board for final acceptance.

OFFICERS AND COMMITTEE REPORTS

- A. Executive Committee – No report
- B. COG Representatives – Greg Miller provided a summary of the most recent COG meeting, in which representatives from PennDOT and the County of Venango spoke.

EXECUTIVE DIRECTOR AND STAFF REPORTS

- A. Joyce Jiang told board members that, as part of her work creating a countywide geodatabase, she has acquired, created, and analyzed data from 11 different categories, such as demographics, human service, infrastructure, natural resources, topography, and agriculture, among others. Joyce also recently completed a Tier 1 Environmental Review for the County's 2018 HOME Investment Partnerships Program grant, which will be administered in partnership with the City of Franklin for the city's residents.
- B. Joshua Sterling reported that Rouseville's engineering firm, KLH Engineering, put out to bid a CDBG-funded sewer project. Due to the low bid coming in approximately \$300,000 over budget, Josh had been discussing with the engineers and the borough ideas to get the project out to bid within budget. A final walkthrough of the site of a recent house demolition on behalf of Cranberry Township's CDBG Program, at 1294 Riverside Drive, Oil City, was conducted. Final invoice has been processed. Josh also received work in the prior month that the County had been awarded the fall 2018 HOME grant it applied for in October. This is a \$300,000 grant, administered in partnership with Franklin, for low-income households to rehabilitate their homes within the City of Franklin. He said he'd also recently applied for a \$100,000 Keystone Historic Preservation Construction Grant through PHMC for the replacement of the County Courthouse's tower roofs.
- C. Hilary Buchanan told the board that she spent time working on the Legislative Pre-Disaster Mitigation (LPDM) grant, entering reimbursement and match information into the PEMA documents, along with sending backup reimbursement docs to PEMA. Hilary said she also reviewed and managed the addition of various construction work to the Dotter Road Bridge reimbursement agreement, as well as managing the Notice to Proceed for the final design phase for the bridge's engineering agreement. She also processed payments from municipalities for their 20% share of bridge inspection costs. Hilary also said she met with a few contractors for charging station suppliers for estimates in order to use the Driving PA Forward grant application, as well as attending a meeting to discuss how to close the remaining gaps in the Erie-to-Pittsburgh Trail and PA Wilds Loop.
- D. Jason Ruggiero provided the board with updates on the Cornplanter Square rehabilitation project, in Oil City. He said the total bid for the building's roof replacement came in at \$382,000. \$90,006 of that will be paid through the County's FFY2017 CDBG contract. He said a \$1M RACP grant has been received for work on the building. He added a second RACP grant application has been submitted, with the amount requested at \$2M.

PUBLIC COMMENT – GENERAL

- Board Chair Nancy Marano commented that all board members should respect the time of others, and only make comment based on business directly pertinent to the Venango County Regional Planning Commission.

ADJOURNMENT

- At 7:17 p.m., Dave Owens made a motion to adjourn, which was seconded by Rick Burchfield.

Respectfully submitted,
Joshua Sterling