



Venango County Regional Planning Commission

Phone: (814) 432-9689

Fax: (814) 432-9679

https://www.co.venango.pa.us/452/Planning-Commission

1168 Liberty Street

P.O. Box 831

Franklin, PA 16323

Board Meeting Minutes for the April 2022 Meeting

Monthly board meeting called to order by Frank Pankratz, at 6:30 PM.

Those present at the public meeting of the Venango County Regional Planning Commission on April 19, 2022, at 6:30 pm, held in person at 1174 Elk Street (Courthouse Annex, Room 100) in Franklin, PA :

Members Present:

- Frank Pankratz (Chair)
- Greg Miller (Vice-Chair)
- Sue Smith (Secretary/Treasurer) - excused
- Anita Fuchs
- Tracy Jamieson
- Keith Klingler
- Fred Krizinsky
- Megan Weber
- Nancy Marano
- Nick Melnick
- Bill Moon - excused
- John Neidich
- Ben Porter
- Julie Powell
- Glenn Speer

VCRPC BOARD APPROVED

July 19, 2022

Staff Present:

- Hilary Buchanan (Executive Director)
- Ashley Smith (Deputy Director)
- Erik Johnson (Senior Planner)
- Joshua Sterling (Comm. Dev. Planner)
- Alexandria Shreffler (Geo. Analyst)
- Jenna Dillion (Land Use Planner)

Guests Present (List):

- Matthew L. Swanson, Rabell Surveying & Engineering
- Kara O'Neil, The Derrick
- Sam Breene, Commissioner

Quorum Present: Yes No

The attendance of 9 board members (of the 15 current appointees) was accounted for by Alexandria Shreffler.

APPROVAL OF MINUTES

- Alex Shreffler mentioned that Sue Smith (excused) had inquired prior to the meeting about the revision in the last minutes and requested that the minutes be revised to include the specific revision which was made. This revision was regarding the mention of the COG spring dinner where it was noted to be held at the municipal building. It was actually held at the fire department. Greg Miller made a motion to approve the minutes of the March 2022, board meeting. Ben Porter seconded. All approved.

PUBLIC COMMENTS ON AGENDA ITEMS

- None.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Executive Director

- Hilary Buchanan – attended the housing coalition meeting on April 7th in which approximately 40 attendees were present from many different community organizations. Multiple issues were brought to the surface as places to start to find solutions. Hilary explained that there are many challenges that will

need to be overcome in order to move forward. She reported that an informational meeting about the infrastructure bank had been held on March 31st, and surveys for input had been sent out to municipalities and should be returned by April 20th. She met informally with EADS Group to discuss an early deployment of the Comprehensive Plan update; it will be necessary to finalize an expedited schedule, so another meeting is planned in May. She also met with the new Emlenton Borough Manager, Kristi ... to discuss the possibility of using USDA Rural Development Communities Facilities Grant to rehabilitate the Emlenton Borough municipal building. Other ongoing grant work includes RACP administration for the Lyric Theater on behalf of the Colonel Drake Alliance, the submission of additional information for the Two Mile Run DCNR Grant that is currently under review, and dredging appropriations for Justice Lake in the amount of \$963,872.

- **Community Development Planner**

- Joshua Sterling – shared an update on the Reno VFD Social Hall/Polling Place project. The Emlenton Hughes project is also moving forward, with the recent preconstruction meeting occurring on February 28th. He announced the modification hearing for the Cornplanter Square project in which additional remediation work was identified and approved to be funded in the amount of \$98,058.00 modified from past years. The final HOME project is nearing completion with a few additional projects wrapping up to close out the grant. The county will be applying for additional HOME grants, for both Oil City and Franklin. PHARE grant projects are wrapping up the last of the 2020 grant allocation. The next round of PHARE funding awards are expected to be announced in June. The county had applied for \$680,000.

- **Land Use Planner**

- Jenna Dillion – reported major land developments including the VA Clinic (Cranberry Township) and Poppy's Place (Allegheny and Oilcreek Townships) have been moving through the review process. The Log Cabin (Cranberry Township) is now awaiting final inspection. She approved three (3) small stormwater project approvals. She conducted preliminary review for three (3) subdivisions and approved and recorded six (6) subdivisions. She has also been helping with CDBG invoice management. Keith Klingler asked about the Oilcreek subdivision, which spurred some discussion about the acreage of the property and whether it met the lot minimums and other SALDO requirements, which Jenna affirmed that it did, as proposed.

- **Deputy Director**

- Ashley Smith – reported that working with Jenna has been great. She reported working with a few potential land developers, including projects for Percy Self Storage, Cranberry Housing, and Barkeyville Housing. She approved three (3) small stormwater projects and provided review and comments for two (2) subdivisions. Keith Klingler asked to elaborate on the subdivisions, specifically Gordon Stroup in Oilcreek. Ashley noted that she would follow-up with more information after the meeting. She also shared that a recent tour of the Wildcat Mansion was interesting and informative.

- **Geospatial Analyst**

- Alex Shreffler – shared that the state Geoboard Data Task Force has plans to develop a Pennsylvania Basemap by the year 2030. Part of this development is expected to include boundary monument research, which is necessary in order to verify municipal boundaries and bringing a standard, accurate dataset for use across the commonwealth. She expects to contribute to this project in the coming months. The map for the Venango Chamber's upcoming brochure publication has been submitted for final review. They are producing a proof which will be reviewed by planning commission staff in the near future. She also reported that work has been done to the planning commission website, with the intention to provide a better review of services available to municipalities and citizens alike. She also reviewed and approved one floodplain development permit for Rockland Township.

- **Senior Planner & Recycling Coordinator**

- Erik Johnson – announced that collections will be starting again in June 2022. A schedule is being submitted to DEP for approval. Tire collection is scheduled for June 4th, 10 am to 12 pm at the Community Recycling Center. There is also a new Earth Day event scheduled for April 23rd from 10 am to 12 pm at the Community Recycling Center. There were issues with the shredding vendor in which multiple complaints were lodged. All issues were reported to be resolved. Greg Miller inquired when the building expansion might be added, Erik responded that we would need to secure funding first before plans can be solidified. Glenn Speer inquired about when the center is scheduled to be open for drop-offs, Erik announced that it is open Tuesday and Thursday from 11 am to 7pm.

SPECIAL PURPOSE MATTERS

- No special purpose matters to discuss.

OFFICERS AND COMMITTEE REPORTS

- Executive Committee – No report.
- COG Meeting – Report was give by Greg Miller. The Spring Dinner was held on March 26th at the Sandycreek Volunteer Fire Department. The COG met on March 17th in Oil City Hall. The next COG meeting will be held April 21st at the Pinegrove Volunteer Fire Department. The Joint Seal Coat bid will be opened at the April meeting.

SUBDIVISIONS AND LAND DEVELOPMENTS

- Jenna Dillion – introduced Matt Swanson, the engineer for Rabell Surveying & Engineering. Matt described the details of the proposed land development for the VA clinic and the board reviewed and discussed the plans.
- Among the clarifications, the engineer confirmed that the proposed walkway from the bus stop on 322 will be maintained by the clinic. The plans include three (3) rain gardens to assist in managing stormwater. The parking area will have 76 parking spaces, which was noted to be one more than is required by the township. Ten (10) of those spaces will be handicap accessible, as per VA requirements. The development will be connected to the private sanitary sewer collection system on the adjacent Home Depot property.
- Frank Pankratz clarified by inquiry about whether Lennon, Smith, Soleret Engineering, Inc. (LSSE) designed the Home Depot catch basin and they are also the county’s engineer, which Matt Swanson confirmed. There was general discussion about the practicality of the bus stop, as proposed. There is no pull-off for the bus stop on 322, which was discussed as a safety concern due to the nearby yield zone from the traffic light. Greg Miller made the recommendation to move the bus stop from the currently proposed location on 322 and to provide conditional approval. Tracy Jamieson seconded, all approved.

PUBLIC COMMENT – GENERAL

- Nick Melnick asked why property transfers are no longer in the paper. The board was not able to supply comment on this matter.

ADJOURNMENT

- At 7:49 PM, Glenn Speer made a motion to adjourn, which was seconded by Anita Fuchs.

Respectfully submitted,
Alexandria Shreffler.