

MINUTES

MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – September 24, 2019 - 7:30 p.m. – MCRPC Offices

MUNICIPALITY	PRESENT	ABSENT
FARRELL CITY		Stephen Bennefield Kimberly Doss
HERMITAGE CITY	Jeremy Coxe	James Holl
SHARON CITY	Stephen Theiss	Frank Connelly
CLARK BOROUGH		James Carucci, Sr.
FREDONIA BOROUGH	Patricia McAdams	Bob Reagle
GREENVILLE BOROUGH		Janet Earle Paul Hamill
GROVE CITY BOROUGH		Shawn P. Myers
JACKSON CENTER BOROUGH		Robert Egger
JAMESTOWN BOROUGH		
MERCER BOROUGH	Caroline DaCosta	
NEW LEBANON BOROUGH		
SANDY LAKE BOROUGH	Glenn Leech	Donald Oakes
SHARPSVILLE BOROUGH		Alex Kovach Guy Moderelli
STONEBORO BOROUGH	John Sweet	
WEST MIDDLESEX BOROUGH	Maleia James	Robert Lark
WHEATLAND BOROUGH		Patricia Lewis Ron Viglio
COOLSPRING TOWNSHIP	Don Blakesley Robert L. McGhee	
DELAWARE TOWNSHIP	William E. Anthony	
E. LACKAWANNOCK TOWNSHIP		William Hackwelder
FAIRVIEW TOWNSHIP		Mont Clark
FINDLEY TOWNSHIP	John B. Courtney	Steve Paxton
GREENE TOWNSHIP		Paul Csonka
HEMPFIELD TOWNSHIP	Lisa Holm	Todd Hittle
JACKSON TOWNSHIP		Robert W. Pizor
JEFFERSON TOWNSHIP	Garth Falkner	William Dunn
LAKE TOWNSHIP		
LIBERTY TOWNSHIP	Dave Beatty Ron Faull	
NEW VERNON TOWNSHIP		Daniel L. Patterson
OTTER CREEK TOWNSHIP	Carl Swartz Paulette Young	

MUNICIPALITY	PRESENT	ABSENT
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PERRY TOWNSHIP

PINE TOWNSHIP	Fred Brenner Richard Stachel	
PYMATUNING TOWNSHIP	David Gregory Gary R. Lowers	
SANDY LAKE TOWNSHIP		Raymond Scofield
SHENANGO TOWNSHIP	Dennis DeSilvey Matthew Stefanak	
S. PYMATUNING TOWNSHIP	Bill Klumph Don Morrow	
SPRINGFIELD TOWNSHIP		Rick Dillaman
WILMINGTON TOWNSHIP		Diana Caiazza Bryan Cummings
WOLF CREEK TOWNSHIP	Gregory Chiappini	Charles Weber
MERCER COUNTY	Jeff Hoy James Hughes Larry McAdams	Jeff Fiedler Sheryl Kelly Patty McCluskey
<u>BOROUGH ASSOCIATION</u>		
<u>SUPERVISORS ASSOCIATION</u>		
COUNTY COMMISSIONER	Matt McConnell	

S T A F F

Daniel Gracenin, Executive Director
Carmen Reichard, Assistant Director
Brian Barnhizer, Senior Planner
Chris Conti, Senior Planner
Lisa Holm, Senior Planner

O T H E R S P R E S E N T

James Nevant, II, Solicitor
Norb Dietrich, Black, Bashor & Porsch

CALL TO ORDER

Mr. Dennis DeSilvey, Chairman, called the meeting to order at 7:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Carl Swartz, Vice-Chairman, led the Commission in the prayer and Pledge of Allegiance.

ATTENDANCE SIGN IN

An attendance sign-in sheet was passed around and representatives present were asked to mark their attendance. **A quorum was present.**

PUBLIC COMMENTS ON ANY AGENDA ITEM

There were no public comments.

MINUTES OF THE APRIL 23, 2019 MEETING

A motion was made by Mr. Falkner and seconded by Mr. Stachel to approve the Minutes of the April 23,

2019 meeting with one correction. Mr. Anthony noted that under Other Business, last page and last paragraph should read “45% of all calls” instead of 45% of all costs. The motion passed.

FINANCIAL STATEMENTS

Mr. Jeremy Coxe, Past Chairman, presented the April, May, June, July and August 2019 Financial Statements in the absence of Robert Lark. A motion was made by Mr. Klumph and seconded by Mr. Anthony to approve the April, May, June, July and August 2019 Financial Statements as presented. The motion passed.

RATIFICATION OF COMMITTEE ACTIONS DURING SUMMER

Mr. Dennis DeSilvey, Chairman, noted that the Commission will need to ratify the Zoning & Subdivision Review Committee actions during the summer months. (A report was distributed to the members present and a copy is attached to and made a part of the permanent record of Minutes.) A motion was made by Mr. Falkner and seconded by Mr. Sweet to approve the Zoning & Subdivision Review Committee actions during the summer months. The motion passed.

Mr. Gracenin, Executive Director, mentioned that in September we heard about the Commission’s health care renewal and we had the opportunity to do a couple of things. First, we had a 0% increase for the current Highmark BC/BS Health Plan or second, we could switch to a higher deductible plan, which would lower the Commission’s premium. Last year, the Commission’s Hospitalization/HRA savings was \$6,000 - \$7,000 overall. Another advantage of switching health plans would allow employees to go to UPMC doctors as well as Highmark doctors. The Finance-Personnel Committee was contacted by phone and the Committee approved switching to the higher deductible plan. A motion was made by Mr. Falkner and seconded by Mr. Sweet to ratify and approve the Finance-Personnel Committee action taken in September. The motion passed.

REPORT ON 2018 MCRPC AUDIT

Mr. Norbert Dietrich, Partner with Black, Bashor and Porsch presented the 2018 MCRPC audit. He noted that there were no findings; MCRPC has a clean audit and clean opinion. He stated that the Commission’s financial statements are prepared on a cash basis. He stated that the Commission may have a pension liability and they have a defined benefit plan for their retirement. Mr. Gracenin stated that our overhead costs of the office have been stable, as well as our health insurance over the past 3 years. He also noted that there has been no increase in municipal fees since 2005. Next year, there will be a very big change on how the Commission prepares their PennDOT billings since PennDOT is requiring us to adopt a Cost Allocation Plan. In the past, Mr. Gracenin had directed billed for his hours as administrator, but PennDOT will not allow him to do that anymore which means the Commission could potentially receive \$30,000-\$40,000 less in revenue per year from PennDOT. In future years, the Commission will need to look into other ways of receiving revenue. He noted that there are ample PennDOT funds that we have not used in the past, which could be used on good projects and could increase the Commission’s revenue. After review, a motion was made by Commissioner McConnell and seconded by Mr. Falkner to approve the 2018 MCRPC Audit. The motion passed.

PROGRESS REPORT

Mr. Gracenin, Executive Director mentioned that there is a handout at the front table that describes the progress on MCRPC’s various projects. (A copy is attached to and made a part of the permanent record of Minutes.) MCRPC’s major work comes from CDBG and PennDOT. Our transportation program brings in a lot of revenue in the office and we have been able to assist communities with several major transportation projects including the State Street improvements.

PMRS MINIMUM MUNICIPAL OBLIGATION (MMO)

Mr. Gracenin, Executive Director, explained that under MCRPC's pension plan, MCRPC is required to annually inform the governing body of their expected obligation of the Minimum Municipal Obligation (MMO). This MMO will be MCRPC 2020 bill for their pension plan and must be paid by the end of 2020. The payment is calculated from the 2019 wages of the employees covered under the plan. In 2020, MCRPC will be responsible to pay \$18,684. A motion was made by Commissioner McConnell and seconded by Mr. Falkner to approve the Minimum Municipal Obligation (MMO) for 2020 in the amount of \$18,684. The motion passed.

CDBG COOPERATION AGREEMENT – MERCER COUNTY

Mr. Conti, Senior Planner, mentioned that authorization is needed to enter into the standard cooperation agreement with Mercer County to provide full administration by MCRPC of their FY 2019 CDBG Program which applications are due to the State by November 22, 2019. He reminded everyone that we only need to enter into one standard cooperation agreement with Mercer County, since Greenville, Grove City, Pine and Sharpsville applications are rolled into the County application due to changes made at the State level a couple of years ago. A motion was made by Mr. Sweet to approve entering into the standard cooperation agreement with Mercer County to provide for full administration by MCRPC of their FY 2019 CDBG Program. Mr. Courtney seconded. The motion passed with Commissioner McConnell abstaining.

CDBG COOPERATION AGREEMENT – FARRELL CITY

Mr. Conti, Senior Planner, mentioned that authorization is needed to enter into the standard cooperation agreement with the City of Farrell to provide full administration by MCRPC of their FY 2019 CDBG Program which applications are due to the State by November 22, 2019. A motion was made by Mr. Falkner to approve entering into the standard cooperation agreement with the City of Farrell to provide for full administration by MCRPC of their 2019 CDBG Program. Mr. Hoy seconded. The motion passed.

OTHER BUSINESS

Mr. Barnhizer, Senior Planner, mentioned that there are 2 Safety Corridor Studies (Rt. 58 & Rt. 62) currently underway and there is a public meeting scheduled on September 25, 2019 from 5-7 at the Hermitage VFW to review the draft report from the consultant for improvements along this corridor for the Route 62 Safety Study.

ADJOURNMENT

With no further business or discussion, the meeting adjourned at 8:10 p.m.

Submitted and Certified By:

Gary Lowers, Secretary – MCRPC

Date: _____