

**Mercer County Regional Planning Commission Meeting**  
**Tuesday, November 26, 2024 – 7:30 PM – MCRPC Hybrid Meeting**  
(Questions & info, call 724-981-2412)  
**Agenda**

**Call to order at 7:30 pm** – Paul Hamill, chairman

**Pledge of Allegiance** – Matthew Stefanak, vice chairman

**Attendance sign-in** – Paul Hamill, Chairman

- Roll call will be taken virtually

**Public comments on any agenda item** – Paul Hamill, chairman

**Minutes of the September 24, 2024 meeting** – Paul Hamill, chairman

- Motion to approve, copy attached

**Financial statements**– Steve Tingley, treasurer

- Motion to approve September and October 2024 Financial Statements (copies attached, please review)

**Staff reports** – Professional Staff

- For any questions or discussion

**Zoning & subdivision review committee report** – Larry McAdams, committee chairman

All documents are available online <https://www.mcrpc.com/review-committee/>

- Motion needed for each item in the committee’s report

1. **ZONING ORDINANCE TEXT AMENDMENT – CITY OF HERMITAGE** – Zoning map amendment requested by a property owner to rezone 2 parcels from R-2 to City Center
2. **FINAL LAND DEVELOPMENT PLANS for MC SOLAR - WEST SALEM TOWNSHIP** – Final plans are complete for the project. Other required permits and approvals are noted on the Final plans for recording.
3. **ZONING ORDINANCE TEXT AMENDMENT- COOLSPRING -** Amendment to Coolspring Zoning to adjust energy facility setbacks to 200’ from an existing home, add setback for any INVERTER within a facility to 500’ from all property lines (with definition of “inverter”) and change road setbacks to 100’ from centerline for all public roads. Also propose removing the minimum square footage for a dwelling (currently 750 square feet).
4. **ZONING MAP AMENDMENT- NEW VERNON-** Map Amendment to New Vernon Township Zoning Map.

**Personnel & finance committee report - Jeff Hoy, committee chairman**

- Retirement/Advertise New Hire
- 2025 Staff Salaries
- 2025 Preliminary Budget
- 2025 Final Budget

**Report on 2023 MCRPC Audit- Dan Gracenin, Executive Director**

- Motion to approve

**Nominating Committee Report- Dan Gracenin, Executive Director**

**Discussion**

**Adjournment**

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/874614669>

Phone +1 (408) 650-3123

Access Code: 874-614-669

**MINUTES**  
**MERCER COUNTY REGIONAL PLANNING COMMISSION**  
**Hybrid Meeting**  
**Tuesday – September 24, 2024 - 7:30 p.m.**

<b>MUNICIPALITY</b>	<b>PRESENT</b>	<b>Online *</b>	<b>ABSENT</b>
FARRELL CITY	Venesta Kirk	*	Lynda Moss-McDougall
HERMITAGE CITY	Jeremy Coxe		James Holl
SHARON CITY	Stephen Theiss		
CLARK BOROUGH	Alesha Culp	*	Maryjo Harakal
FREDONIA BOROUGH	Patricia McAdams		Ron Anthony
GREENVILLE TOWN	Paul Hamill		Trevor Bromley
GROVE CITY BOROUGH			
JACKSON CENTER BOROUGH			Robert Egger
JAMESTOWN BOROUGH			
MERCER BOROUGH	Nick Sicilian		Debbie Sarvis
NEW LEBANON BOROUGH			Darlene Slemenda
SANDY LAKE BOROUGH	Glenn Leech		
SHARPSVILLE BOROUGH	Nicholas Hanahan		
STONEBORO BOROUGH	Roger Patterson	*	
	Jennifer Medberry	*	
WEST MIDDLESEX BOROUGH	Robert Lark		Stacey Curry
COOLSPRING TOWNSHIP	Corwin Masson		
	Tom Sauer		
DELAWARE TOWNSHIP	William Anthony		
E. LACKAWANNOCK TOWNSHIP			William Hackwelder
FAIRVIEW TOWNSHIP			Mont Clark
			Robin Hostetler
FINDLEY TOWNSHIP	John Courtney		Steve Paxton
HEMPFIELD TOWNSHIP	Lisa Holm		Todd Hittle
JACKSON TOWNSHIP			George McIntire
			Diane Tice
JEFFERSON TOWNSHIP	Richard McCullough		
LAKE TOWNSHIP	Steve Tingley		
LIBERTY TOWNSHIP	Dave Beatty		
	Joseph Matthews	*	
NEW VERNON TOWNSHIP			Daniel L. Patterson
OTTER CREEK TOWNSHIP	Paulette Young	*	
	Carl Swartz	*	
PERRY TOWNSHIP	Bonnie McCartney	*	Gary King
PINE TOWNSHIP	Todd Spears		Dennis Crumb
PYMATUNING TOWNSHIP	Jim Rowe		
	Ryan Zarecky		
SANDY LAKE TOWNSHIP			Raymond Scofield
			Heather Bacher

<b>MUNICIPALITY</b>	<b>PRESENT</b>	<b>Online *</b>	<b>ABSENT</b>
SHENANGO TOWNSHIP	Dale Perry Matthew Stefanak		
S. PYMATUNING TOWNSHIP			Matthew Chalupka Mourine Rodgers
SPRINGFIELD TOWNSHIP	Marcus Kohan		Tim Stiffy
WILMINGTON TOWNSHIP			Robert Steingrabe Sharen Brown
WOLF CREEK TOWNSHIP			Charles Weber John Ligo
MERCER COUNTY	Sheryl Kelly Jeff Hoy Jay Russell Larry McAdams Richard Stachel	*	Jared Grandy Elliot Lengel
<b>BOROUGH ASSOCIATION</b>			
<b>SUPERVISORS ASSOCIATION</b>			
COUNTY COMMISSIONER	Tim McGonigle Ann Coleman		

**STAFF**

Daniel Gracenin, Executive Director  
 Brian Barnhizer, Senior Planner  
 Lisa Holm, Senior Planner  
 Elizabeth Peluchette, Planner

**OTHERS PRESENT**

James Nevant, II- Solicitor  
 Matt Breedlove- Greenville

**CALL TO ORDER-**

Mr. Paul Hamill, chairman, called the meeting to order at 7:30 p.m.

**PRAYER & PLEDGE OF ALLEGIANCE-**

Mr. Matthew Stefanak, vice-chairman, led the Commission in prayer and the Pledge of Allegiance.

**ATTENDANCE SIGN IN-**

A roll call was taken verbally and it was noted that **a quorum was present.**

**PUBLIC COMMENTS ON ANY AGENDA ITEM-** No public comments were made.

**MINUTES OF THE MAY 28, 2024 MEETING-**

A motion was made by Mr. Marcus Kohan and seconded by Mr. Cory Masson to approve the Minutes of the May 28, 2024 meeting. The motion passed.

**FINANCIAL STATEMENTS – Mr. Steve Tingley, committee treasurer.**

Mr. Steve Tingley presented the May, June, July, and August 2024 Financial Statements. There was no discussion on the Financial Statements, so a **motion was made by Mr. Steve Tingley and seconded by Mr. Bill Anthony to approve the May, June, July, and August 2024 financial statements as presented. The motion passed.**

**STAFF REPORTS-**

Mr. Dan Gracenin stated Chris Conti and Peter Messina were in State College PA for PennDOT

meetings. Mr. Gracenin stated he would be joining them the next morning. Mr. Gracenin pointed out the annual meeting is important, especially since Peter and Chris will be taking over the transportation work when Brian Barnhizer retires. The annual meeting discusses future projects in the county and what the MPO does.

**Zoning & Subdivision Review Committee report – Larry McAdams, committee chairman.**

All documents are available online <https://www.mcrpc.com/review-committee/>

1. **ZONING ORDINANCE MAP AMENDMENT** - JEFFERSON TOWNSHIP – Zoning Ordinance Map amendment requested by the property owner to change the property designation from industrial property to R-1 residential. Mr. Larry McAdams made a motion to recommend that Jefferson Township adopt the zoning map amendment as presented and Mr. Rich McCullough seconded. The motion passed.
  
2. **FINAL LAND DEVELOPMENT PLANS – ROLLING RIDGE METALS LLC** – WEST SALEM TOWNSHIP – Final plans for expansion of Rolling Ridge Metals currently located in West Salem to include an additional building and stormwater management. Mr. Larry McAdams made a motion to approve the land development plans for Rolling Ridge Metals, LLC in West Salem Township as required for recording and Mr. Tom Saur seconded. The motion passed.
  
3. **FINAL LAND DEVELOPMENT PLANS – TALBOT’S** - FINDLEY TOWNSHIP - Final plans for expansion of the existing Talbot’s restaurant building, improved parking, and future site improvements. Mr. Larry McAdams made a motion to approve the land development plans for Talbot's Taproom and Terrace in Findley Township as required for recording and Mr. Todd Spears seconded. The motion passed.
  
4. **PRELIMINARY RESIDENTIAL DEVELOPMENT for VILLAGE PARK**– MAJOR SUBDIVISION – PINE TOWNSHIP – The last phases of the existing planned residential development for 39 lots with street, utility, and stormwater extensions proposed for construction. Final subdivision plans for each phase may occur when the infrastructure is installed as required by the county SALDO. Mr. Larry McAdams made a motion to approve the preliminary site plans for the Village Park in Pine Township as necessary for infrastructure construction to be completed and accepted by Pine Township authorities and Mr. Bill Anthony seconded. The motion passed.

**MCRPC Executive Session** – cancelled

**Personnel & Finance Committee report - Jeff Hoy, committee chairman.**

The Finance and Personnel Committee recommends hiring Doniele Russell, beginning on November 1, 2024, for training and to assume the duties of Executive Director on January 1st, 2025. Her starting base salary of \$86,000 annually plus benefits consistent

with the previous executive director, is recommended by the committee. Jeff Hoy, committee chairman, made a motion to approve the hiring of Mrs. Doniele Russell and Mrs. Patty McAdams seconded.

A request was made for some background information on Mrs. Russell.

Mr. Dan Gracenin discussed her twenty years of planning experience and CDBG experience. She is the vice president of simMedicate, Inc. and the owner of Great Communities Consulting, LLC.

The motion to hire Mrs. Doniele Russell for training to assume the position of Executive Director on January 1, 2024. The motion passed with Mr. Jay Russell and Lisa Holm abstaining from the vote.

**CDBG cooperation agreement – Mercer County – Brian Barnhizer, senior planner.**

Authorization is needed to enter into the standard cooperation agreement with Mercer County to provide full administration by MCRPC of their FY 2024 CDBG Program. The agreement with Mercer County is to provide full administration by the MCRPC of the fiscal year 2024, Community Development Blocking Program. The standard agreement with the county includes Greenville, Grove City, Pine Township, and Sharpsville, and those applications for those municipalities were all rolled into the county's application. Each municipality receives \$1,000. Once the state approves the application, MCRPC will have three years to administer the grant. A motion to approve the cooperation agreement was made by Mr. Robert Lark and seconded by Mr. Dave Beatty. The motion passed.

**CDBG cooperation agreement – Farrell City – Brian Barnhizer, senior planner.**

Authorization is needed to enter into the standard cooperation agreement with Farrell City to provide full administration by MCRPC of their FY 2024 CDBG Program. A motion was made by Mr. Marcus Kohan and seconded by Mr. Steve Tingley. The motion passed.

**Ratification of committee actions during summer – Dan Gracenin, executive director.**

**Actions taken by committees**

Mercer County Regional Planning Commission  
June-July-August 2024

**Executive Committee**

The committee met for discussions - No action items

**Personnel & Finance Committee**

Committee Action(s) – Made Recommendation to hire a new Executive Director

**Zoning & Subdivision Review Committee**

June

1. The committee approved the final land development plans for Jackson Center Solar, LLC. in Jackson Township.
2. The committee approved the final land development plans for Oniontown

Telecommunication Tower in Delaware Township for a 199' communications tower along Quarry Road east of Mercer Road.

3. The committee discussed the review fee proposal to be adopted by Mercer County Commissioners.

July

1. The committee discussed a proposed zoning text amendment for Liberty Township that would add solar energy facilities as special exceptions.
2. The committee discussed a proposed zoning text amendment for Springfield Township that would add solar energy facilities as special exceptions. Several edits were suggested for both amendments to be shared with the Townships and their solicitor.

August – meeting canceled

**PMRS Minimum Municipal Obligation (MMO) – Dan Gracenin, executive director.**

The MMO deadline is October 7, 2024. There was a small error where 491 was transposed to 941. The numbers will be fixed on the official typed form before it is submitted. Mr. Robert Lark made a motion to approve with the MMO worksheet with the correction and Mr. Tom Sauer seconded.

**Discussion:** Mr. Rich Stachel discussed information about Sunrise Solar. He stated Sunrise Solar wanted to put a solar farm in an agricultural zone. A solar farm is not permitted in an agricultural zone so they applied to the Pine Township Zoning Hearing Board for a variance. Their request for a variance for essential services was submitted, but it does not apply. The essential services definition does not mention production, manufacturing, or generation of electrical or any other power equipment. It is for the distribution of power lines, water lines, sewer lines, telephone lines, fire hydrants, and anything of that nature that's critical to that community or to that particular zone. The other item in the definition requires the applicant to be a municipality or a PUC accepted utility in Pennsylvania.

It was established during the meeting that Sunrise Solar is strictly a developing contractor. After some questioning, they learned that after a year, Sunrise Solar sells their ownership to investors. Also, the land leases last about 25 years, and at 25 years the efficiency of a solar panel drops down to 85%.

**Adjournment**

With no further business or discussion, **a motion was made by Mr. Richard McCullough and seconded by Mr. Marcus Kohan to adjourn the meeting at 8:14 p.m.**

Submitted and Certified By:

\_\_\_\_\_  
William Anthony, Secretary – MCRPC

Date: \_\_\_\_\_

Mercer Co Regional Planning Commission  
 As of Sep 30, 2024  
 01-0105-000 - Cash-PNC Account  
 Bank Statement Date: September 30, 2024

Beginning GL Balance			34,632.98
Add: Cash Receipts			50,727.93
Less: Cash Disbursements			(21,592.46)
Add (Less) Other			(30,428.16)
Ending GL Balance			<u>33,340.29</u>
Ending Bank Balance			35,000.00
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Sep 30, 2024	4930	(49.95)
	Sep 30, 2024	4931	(1,594.60)
	Sep 30, 2024	4932	(15.16)
Total outstanding checks			<u>(1,659.71)</u>
Add (Less) Other			
Total other			
Unreconciled difference			0.00
Ending GL Balance			<u><u>33,340.29</u></u>

Mercer Co Regional Planning Commission  
 As of Sep 30, 2024  
 01-0106-000 - Cash-Sweep-PNC  
 Bank Statement Date: September 30, 2024

Beginning GL Balance			211,287.75
Add: Cash Receipts			
Less: Cash Disbursements			
Add (Less) Other			4,587.59
Ending GL Balance			<u>215,875.34</u>
Ending Bank Balance			215,875.34
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
Total outstanding checks			
Add (Less) Other			
Total other			
Unreconciled difference			0.00
Ending GL Balance			<u><u>215,875.34</u></u>



**Mercer Co Regional Planning Commission  
Account Reconciliation  
As of Oct 31, 2024  
01-0105-000 - Cash-PNC Account  
Bank Statement Date: October 31, 2024**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		33,340.29
Add: Cash Receipts		79,018.13
Less: Cash Disbursements		(50,403.43)
Add (Less) Other		<u>(53,474.85)</u>
Ending GL Balance		<u>8,480.14</u>
Ending Bank Balance		36,828.00
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
	Oct 31, 2024 4939	(8,170.00)
	Oct 31, 2024 4940	(266.15)
	Oct 31, 2024 4941	(42.95)
	Oct 31, 2024 4942	(134.00)
	Oct 31, 2024 4943	(1,594.60)
	Oct 31, 2024 4945	(225.00)
	Oct 31, 2024 4946	(285.00)
	Oct 31, 2024 4948	(4,225.00)
	Oct 31, 2024 4949	(13,390.00)
	Oct 31, 2024 4950	<u>(15.16)</u>
Total outstanding checks		(28,347.86)
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u>8,480.14</u>

**Mercer Co Regional Planning Commission  
Account Reconciliation  
As of Oct 31, 2024  
01-0106-000 - Cash-Sweep-PNC  
Bank Statement Date: October 31, 2024**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		215,875.34
Add: Cash Receipts		
Less: Cash Disbursements		
Add (Less) Other		<u>30,435.86</u>
Ending GL Balance		<u>246,311.20</u>
Ending Bank Balance		246,311.20
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
Total outstanding checks		
Add (Less) Other		
Total other		