

# **Mercer County Regional Planning Commission Meeting**

**Tuesday, January 28, 2025- 7:30 PM – MCRPC Hybrid Meeting**

## **Agenda**

**Call to order at 7:30 pm-** Matthew Stefanak, Chairman

**Prayer & Pledge of Allegiance-** Steve Tingley, Vice-Chairman

**Attendance sign-in/Roll Call-** Doniele Russell, Executive Director

- **Quorum is critical please notify the office ASAP if you cannot attend**

**Public comments -** Matthew Stefanak, Chairman

**Presentation of gavel chairman Paul Hamill-** Matthew Stefanak, Chairman

**Minutes of the December 17, 2024 meeting-** Matthew Stefanak, Chairman

Motion to approve, copy attached

**Financial statements-** Nick Hanahan, Treasurer

Motion to approve December 2024, copy attached

**Zoning and Subdivision Committee Report-** committee chairman

1. CAPTURA SAGE - MERCER CARLTON SOLAR PROJECTS – FRENCH CREEK TOWNSHIP – A single project site including 5 separate systems with internal fencing
2. CAPTURA SAGE - MERCER HALFWAY SOLAR PROJECTS – GREENE TOWNSHIP - A single project site including 4 separate systems with internal fencing
3. Preliminary Site Plan-Fairview Swiss Cheese Expansion-Fairview Township- A proposed addition of the current site adding a warehouse, boiler, utility building, processing building and parking lot.
4. Schoolhouse Commons-Greenville Senior Housing Plaza, LP-Greenville Borough- Demolition and Construction of new Building on 1.43 Acre Lot on W Main Street and N. High Street
5. ORDINANCE No 2 of 2025-Energy Generation Facility and Systems Ordinance-Springfield Township- Amending portions of the Springfield Township Zoning Ordinance, by providing additional definitions in article VIII and amending article III for new uses by special exemption in the Industrial Zoning District

**Personnel Finance Committee-** committee chairman

1. Amend 2025 Budget
2. Authorization of the formal record of action to amend the MCRPC Welfare Benefit Plan
3. Authorization to enter into a lease for Office Space

## **Mercer County Regional Planning Commission Meeting**

4. Authorization to offer a formal employment offer to fill Brian Barnhizer's position
5. Excessive Interest-TBD

### **Annual work program for 2025-** Doniele Russell, Executive Director

- Motion to approve, as required by the bylaws, the commission must approve projects and work activities to be undertaken in 2025

### **Appointment of committees-** Matthew Stefanak, Chairman

- Motion to approve, copy of the tentative 2025 committees attached (Please call office by Monday, January 27 if you want removed or added to a committee.)

### **Appointment of Executive Director-** Matthew Stefanak, Chairman

- Motion to approve, annual action required by the by-laws

### **Appointment of the Solicitor-** Matthew Stefanak, Chairman

- Motion to approve, annual action required by the by-laws

### **Authorization of transportation planning grant contract-** Doniele Russell, Executive Director

- Motion to approve, annual resolution to authorizing the Chairman (or Vice-Chairman or Secretary respectively if Chairman not available) to sign PA DOT for transportation planning agreements and documents.

### **Authorization for staff approval of minor subdivisions-** Matthew Stefanak, Chairman

- Motion to approve, annual action required (this does not include any land developments)

### **Authorization for committees to act on behalf of the full commission in June, July, and August-** Matthew Stefanak, Chairman

- Motion to approve, annual action required

### **Staff reports-** Professional Staff

- For any questions or discussion

### **Discussion**

- Next Meeting Tuesday, February, 25, 2025 Guest Speaker: Lawrence-Mercer County Recycling and Solid Waste Department

### **Adjournment**

To Join Virtually

<https://meet.goto.com874614669>

Phone 1-408-650-3123

Access Code: 874-614-669

**MINUTES**  
**MERCER COUNTY REGIONAL PLANNING COMMISSION**  
**Hybrid Meeting: Tuesday – December 17, 2024 - 7:30 p.m.**

<b>MUNICIPALITY</b>	<b>PRESENT</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 Matt Breedlove	
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	Jennifer Medberry	Roger Patterson
WEST MIDDLESEX BOROUGH	Robert Lark	Stacey Curry
COOLSPRING TOWNSHIP	Corwin Masson Tom Sauer	
DELAWARE TOWNSHIP	William Anthony	
E. LACKAWANNOCK TOWNSHIP		William Hackwelder
FAIRVIEW TOWNSHIP		Robin Hostetler Mont Clark
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
SHENANGO TOWNSHIP	Dale Perry	Matthew Stefanak

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

**STAFF**

Daniel Gracenin, Executive Director  
 Doniele Russell  
 Brian Barnhizer, Senior Planner  
 Lisa Holm, Senior Planner  
 Elizabeth Peluchette, Planner  
 Peter Messina, Planner  
 Chris Conti, Planner

**OTHERS PRESENT**

**CALL TO ORDER-**

Paul Hamill, chairman, called the meeting to order at 7:38 p.m.

**PRAYER & PLEDGE OF ALLEGIANCE-**

Paul Hamill led the Commission in the Pledge of Allegiance.  
 William Anthony led the prayer.

**ATTENDANCE SIGN IN-**

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

**PUBLIC COMMENTS ON ANY AGENDA ITEM-** Public comments on any agenda item – Paul Hamill, chairman. No comments were made.

**MINUTES OF THE November 26, 2024 MEETING-**

**A motion was made by Nicholas Hanahan and seconded by Steven Theiss, to approve the Minutes of the November 26, 2024 meeting. Paul Hamill called for discussion; Steven Theiss requested an amendment to the minutes to reflect his presence. A vote was called for; the motion carried with edit.**

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

Steve Tingley presented the November Financial Statements.

**Steve Tingley made a motion, seconded by William Anthony, to approve the November 2024 financial statements as presented. Paul Hamill called for discussion; there being none, a vote was called for; the motion carried.**

**Approve Cooperation Agreement Revisions with the City of Farrell for CDBG Fiscal Years 2022 and 2023- Chris Conti.** Chris stated the revisions to the City of Farrell CDBG FY 2022 and FY 2023 Cooperation Agreements are to move \$4,500 in FY 2023 MCRPC CDBG Administration to FY 2022 MCRPC Administration. **A motion was made by Corwin Masson and seconded by Steve Tingley to approve the April 2024 Financial Statements as presented. The motion passed.**

**Staff reports – Professional staff.**

Dan Stated that the MPO met on December 12<sup>th</sup> and approved the two-year work program for 2025- 2026 and 2026-2027. Also, the deadline for the long-range transportation plan deadline was moved up five months. Dan stressed the importance of getting on to the upcoming long-range plan for future projects. Dan also displayed and discussed the meeting schedule for 2025, which needs approval. **A motion was made by Richard McCullough and seconded by Elliot Lengel to approve the April 2024 Financial Statements as presented. The motion passed.**

**2025 meeting schedule – Paul Hamill, chairman**

**A motion was made by Richard McCullough and seconded by Tom Sauer to approve the 2025 meeting schedule. The motion passed.**

**Election of 2025 officers – Dan Gracenin, executive director**

Chair: Matthew Stefanak (Shenango)

Vice-Chair: William Anthony (Delaware)

Secretary: Steve Tingley (Lake)

Treasurer: Nicholas Hanahan (Sharpsville)

**A motion was made by Richard McCollough and seconded by Tom Sauer to approve the 2025 Election of Officers as presented. The motion passed.**

**Annual awards and recognitions:** No years of service awards but we want to recognize the following members for perfect attendance.

**Paul Hamill**

**Paulette Young**

**Lisa**

**Rich McCullough**

**Larry McAdams**

**Dale Perry**

**Patty McAdams**

**William Anthony**

**Jeremy Coxe**

**Steve Tingley**

**Venesta Kirk**

Discussion: William Anthony suggested putting the 2025 Meeting dates in the Mercer County Association of Township Officials. Doniele agreed to send the dates to Cindy Black of Wilmington.

**Discussion**

**Dan Gracenin and Brian Barnhizer both spoke and thanked everyone for their years of service. Ann Coleman thanked Dan and Brian for all the work they've done for Mercer County over the years.**

**Dale Perry also thanked Dan and Brian. He also spoke of the professionalism and kindness of the staff of MCRPC.**

**Adjournment**

With no further business or discussion, Corwin Masson **made a motion, seconded by Dale Perry to**

**adjourn at 7:55. Paul Hamill called for discussion; there being none, a vote was called for; the motion carried.**

Submitted and Certified By:

\_\_\_\_\_  
Steve Tingley, Secretary – MCRPC

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

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	176,448.79
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	35,581.53
Ending GL Balance	<u>212,030.32</u>
Ending Bank Balance	212,030.32
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>212,030.32</u>

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	31,973.01
Add: Cash Receipts	97,902.37
Less: Cash Disbursements	(29,739.37)
Add (Less) Other	(68,768.62)
Ending GL Balance	<u>31,367.39</u>
Ending Bank Balance	35,000.00
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Oct 31, 2024 4940	(266.15)
Oct 31, 2024 4942	(134.00)
Dec 31, 2024 4968	(495.00)
Dec 31, 2024 4969	(102.50)
Dec 31, 2024 4970	(52.95)
Dec 31, 2024 4971	(1,952.94)
Dec 31, 2024 4972	(543.75)
Dec 31, 2024 4973	(37.75)
Dec 31, 2024 4974	(47.57)
Total outstanding checks	(3,632.61)
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>31,367.39</u>

**PLEASE CALL COMMISSION OFFICE (724) 981-2412 X 3201 PRIOR TO MEETING IF YOU WOULD LIKE TO BE ADDED TO OR REMOVED FROM A COMMITTEE. THANK YOU.**

**MERCER COUNTY REGIONAL PLANNING COMMISSION  
COMMITTEES - 2025**

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**EXECUTIVE COMMITTEE**

CHAIRMAN ----- Matthew Stefanak (Shenango)  
VICE-CHAIRMAN ----- William Anthony (Delaware)  
SECRETARY ----- Steve Tingley (Lake)  
TREASURER ----- Nicholas Hanahan (Sharpsville)  
PAST CHAIRMAN ----- Paul Hamill (Greenville)

**FINANCE-PERSONNEL COMMITTEE**

Jeff Hoy ----- Mercer County  
Tim McGonigle ----- Co. Commissioner  
Patty McAdams ----- Fredonia  
Paul Hamill ----- Greenville  
Steve Tingley ----- Lake  
Elliot Lengel ----- Mercer County  
Nicholas Hanahan -----Sharpsville  
Matthew Stefanak -----Shenango

**ZONING AND  
SUBDIVISION REVIEW COMMITTEE**

Larry McAdams ----- Mercer County  
Bill Anthony ----- Delaware  
Dave Beatty ----- Liberty  
Elliot Lengel ----- Mercer County  
Richard McCullough ----- Jefferson  
Paul Hamill ----- Greenville  
Jay Russell ----- Mercer County  
Nicholas Hanahan -----Sharpsville  
Matthew Stefanak -----Shenango

**PROGRAM REVIEW COMMITTEE**

John Courtney ----- Findley  
Sheryl Kelly ----- Mercer County  
Paul Hamill, Ex-Officio ----- Greenville

Chairman is an ex-officio member of all Committees  
Treasurer is an ex-officio member of the Finance-Personnel Committee





RESOLUTION

WHEREAS, the Mercer County Regional Planning Commission annually contracts with the Pennsylvania Department of Transportation to perform certain services and activities as part of the Shenango Valley Urban Area Transportation Study, and

WHEREAS, the Commission may also enter into supplemental agreements to the annual contract from time to time, and

WHEREAS, it is necessary that the proper officers of the Commission shall be empowered to execute said contracts and supplemental agreements in behalf of the Commission.

NOW, THEREFORE, be it resolved that the following officers of the Mercer County Regional Planning Commission are so empowered and, in the order, listed:

1. Chairman of the Mercer County Regional Planning Commission.
2. Vice-Chairman of the Mercer County Regional Planning Commission when the Chairman is not readily available.
3. Secretary of the Mercer County Regional Planning Commission when neither the Chairman nor Vice-Chairman is readily available.

ADOPTED this 28th day of January, 2025.

MERCER COUNTY REGIONAL PLANNING COMMISSION

\_\_\_\_\_  
Chairman

ATTEST:

(SEAL)

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