

Mercer County Regional Planning Commission Meeting

Tuesday, February 25, 2025- 7:00 PM – MCRPC Hybrid Meeting

Agenda

Call to order at 7:00 pm- Matthew Stefanak, Chairman

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

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

- **The quorum is critical please notify the office if you cannot attend**

Public comments - Matthew Stefanak, Chairman

Minutes of the January 28, 2025, meeting- Matthew Stefanak, Chairman

Motion to approve, copy attached

Financial statements- Nick Hanahan, Treasurer

Motion to approve January 2025, copy attached

Special Presentation- Lawrence-Mercer Recycling & Solid Waste

Zoning and Subdivision Committee Report- committee chairman

1. Zoning Ordinance Text Amendment – Pine Township – Amendments to add energy generation facility as a conditional use in the industrial zoning district, and energy generation system as an accessory use in all zoning districts.
2. Zoning Ordinance Text Amendment – Coolspring Township – Revised amendments to energy generation facilities
3. Reviewed plans in City of Hermitage - No Action Required
 - a. SVM Redevelopment Sites - Hickory Fields Subdivision, Major Land Development Plans for Lots 1, 5, 6, and 8
 - b. Top Tier Federal Credit Union Major Land Development Plan – 2790 East State Street East State Street
4. SALDO comments due back by March 7, 2025

Mercer County Regional Planning Commission Meeting

Personnel Finance Committee- committee chairman

- Approve Senior Planner position to be filled by Mrs. Erin Kepple Adams

Staff reports- Professional Staff

- The County Comprehensive Plan Public Survey is open, and we are requesting members to help distribute to the public. The survey is available online by visiting this link: arcg.is/1Gy9KS0 or by scanning the QR Code:



- Municipal Surveys will be sent to each community individually by the end of the month.
- Stakeholder Surveys will be conducted by Mackin Engineer over the
- We are assisting the City of Sharon on a DCNR Community Conservation Planning Partnership Grant.
- MPO Meeting is Scheduled for Tuesday, March 11 at 10:30 am
- Long Range Transportation Plan Request For Proposals (RFP) will be presented to the MPO at the March 11 meeting and released shortly thereafter.

Discussion

Next Meeting Scheduled for March 25, 2025 7 PM

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 – January 28, 2025 - 7:30 p.m.

MUNICIPALITY	PRESENT	ABSENT
FARRELL CITY	Venesta Kirk Lynda Moss-McDougall	
HERMITAGE CITY	Jeremy Coxe	James Holl
SHARON CITY	Steven Theiss	
CLARK BOROUGH		Alesha Culp Maryjo Harakal
FREDONIA BOROUGH	Patricia McAdams	Ron Anthony
GREENVILLE TOWN	Paul Hamill	
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	Tom Sauer	Corwin Masson
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	Joseph Matthews Brenda Hecks	
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

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

Staff

Doniele Russell, Executive Director
 Chris Conti, Senior Planner
 Elizabeth Peluchette, GIS Planner

Others Present

Kelly Coey- Hudson Group
 Chris Winslow- CW Engineering
 Sean McLaughlin- Mercer County GIS

CALL TO ORDER-

Matthew Stefanak, chairman, called the meeting to order at 7:38 p.m. after a delay waiting for quorum.

PRAYER & PLEDGE OF ALLEGIANCE-

Matthew Stefanak led the Commission in the Pledge of Allegiance and Prayer.

ATTENDANCE SIGN IN-

It was noted that a **quorum was present**.

PUBLIC COMMENTS ON ANY AGENDA ITEM- Matthew Stefanak, chairman. No comments were made.

Presentation of 2024 gavel to Chairman Paul Hamill- Matthew Stefanak, chairman presented the honorary past chair gavel to Paul Hamill.

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MINUTES OF December 17, 2024, MEETING-

A motion was made by Elliott Lengel and seconded by Commissioner McGonigle to approve the Minutes of the December 17, 2024 meeting. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

FINANCIAL STATEMENTS – Nick Hanahan, committee treasurer.

Nick Hanahan presented the December Financial Statements.

A motion was made by Nick Hanahan and seconded by Paul Hamill to approve the December 2024 financial statements as presented. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

ZONING AND SUBDIVISION Larry McAdams presented the committee report

1. **CAPTURA SAGE - MERCER CARLTON SOLAR PROJECTS** – French Creek Township - A single project site including 5 separate systems with internal fencing. A motion was made by Larry McAdams and seconded by Elliot Lengel to approve the plan with additional access to the road. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried with one no vote by Paulette Young.
2. **CAPTURA SAGE - MERCER HALFWAY SOLAR PROJECTS** – Greene Township - A single project site including 4 separate systems with internal fencing. A motion was made by Larry McAdams and seconded by Rich McCullough to approve the plan. The Chairman called for any discussion. After a discussion of primary access and gating, the motion was withdrawn. A new motion was made by Commissioner McGonigle to include the Zoning and Subdivision Committee's recommendations, and to ensure 911 addressing is coordinated for public safety. Bill Anthony seconded the new motion. The Chairman called for any further discussion; hearing none, a vote was called for; the motion carried, with one dissenting vote by Paulette Young.
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. A motion was made by Larry McAdams and seconded by Rich McCullough to approve the plan as presented. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.
4. **Schoolhouse Commons-Greenville Senior Housing Plaza, LP**-Greenville Borough- Demolition and Construction of a new Building on 1.43-acre lot on W Main Street and N. High Street. A motion was made by Larry McAdams and seconded by Paul Hamill to approve the plan as presented. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

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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. A motion was made by Larry McAdams and seconded by Elliot Lengel to approve the plan as presented. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried. Tim Stiffy abstained.

Personnel Finance Committee- Patty McAdams noted the committee just met and Jeff Hoy is online so she will present the motions:

1. **Amend the 2025 budget** to reflect a salary typo and adjust for the lease amount. The total change in budget is \$283. Adjustment of funds in consultant line to rental and equipment. A motion was made by Patty and seconded by Commissioner McGonigle to accept the budget changes. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.
2. **Authorization of formal record of action to amend the MCRPC Welfare Benefit Plan.** Patty McAdams noted this is an annual resolution and motioned to accept the amendment. Jeff Hoy seconded the motion. The chairman called for discussion; there being none, a vote was called for; the motion carried.
3. **Authorization to enter a two-year lease with MRCOG** Authorization to enter a two-year lease with MRCOG for \$11,400 total. The 2025 increase is \$6,000, with a \$5,400 increase in 2026. Patty noted the last rent increase was years ago, and this is still a favorable deal compared to other locations. Patty made the motion, seconded by Paul Hamill. The motion passed after no further discussion.
4. Patty noted that no other actions were necessary at this time. The Personnel Finance Committee reviewed resumes and is scheduling in-person interviews with three candidates. We hope to have more information at the next meeting.

Annual Work Program for 2025- As required by the bylaws, the commission must approve projects and work activities to be undertaken in 2025.

Mrs. Russell outlined the 2025 work plan: The Countywide Comprehensive Plan is in progress with a public survey coming next week, aiming for a draft by year-end and adoption in early 2026. The countywide SALDO draft was presented last week, and an engineering breakfast is set for February 14, with brochures and a user-friendly ordinance expected by May. The MPO will begin the Long-Range Transportation Plan process, releasing an RFP in March and selecting a proposal by June. The office is available for technical assistance and meetings. A motion was made by Elliot Lengel and seconded by Tom Sauer to approve the work plan as presented. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

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Appointment of committees Matthew Stefanak led the discussion of the 2025 annual committee list. Personnel Finance will have 7 members with the removal of Elliot Lengel and Steve Tingley with the addition of Bill Anthony. Zoning and Subdivision will have 9 members with the removal of Dave Beatty and adding Steve Tingley. A motion was made by Rich McCullough and seconded by Tom Sauer, to include a revised copy to be sent to members. The Chairman called for a vote; the motion carried.

Appointment of the Executive Director- Matthew Stefanak noted that the motion to approve is an annual action required by the by-laws. A motion was made by Patty McAdams and seconded by Tom Sauer to approve Doniele Russell as executive director for 2025. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried. Jay Russell abstained.

Appointment of the Solicitor – Matthew Stefanak, Chairman noted this an annual appointment. A motion was made by Dale Perry and seconded by Steve Tingley to approve James Nevant, II as solicitor for 2025. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

Authorization of transportation planning grant contract- Mrs. Russell noted this is an annual resolution to authorize the chairman, vice chair, or secretary respectively if the chairman is not available to sign PennDOT agreements and documents. A motion was made by Nick Hanahan and seconded by Paul Hamill to approve Chairman Matthew Stefanak, Vice Chairman Bill Anthony, or secretary Steve Tingley to sign PennDot agreements and documents. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

Authorization for staff approval of minor subdivision- Matthew Stefanak, chairman noted this was an annual action required for the staff to review minor subdivisions and does not include any land development plans. A motion was made by Rich McCullough and seconded by Commissioner McGonigle to approve the authorization. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

Authorization for committees to act on behalf of the full commission in June, July, and August. A motion was made by Steve Tingley and second by Jeff Hoy to approve the authorization. The Chairman called for any discussion; hearing none, a vote was called for; the motion carried.

Staff reports – Professional staff.

Chris noted that he is completing three HOME applications for the City of Sharon, Greenville, and the City of Hermitage, and a fourth application is being submitted by Lawrence County Social Services a total request for the county of \$2,350,000.

Doniele noted that DCNR and Walk Works applications are open and encouraged anyone interested in the programs to contact the office.

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Discussion

The next meeting will be Tuesday, February 25, with a Guest Speake: Mercer County Recycling and Solid Waste. Mrs. Russell noted that she hopes to have a speaker for each session, and if there are any suggestions, please reach out.

A group discussion started about changing the meeting time from 7:30 to an earlier time. After the discussion, a **motion was made by Rich McCullough and seconded by Nick Hanahan, to move the meeting to a start time of 7:00 PM going forward. The Chairman called for any further discussion; hearing none, a vote was called for; the motion carried, with one no vote by Elliot Lengel.**

NEW MEETING TIME 7:00 PM

Adjournment

With no further business or discussion, Commissioner McGonigle made a motion, seconded by Nick Hanahan to adjourn at 8:26 pm. The chairman 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 Jan 31, 2025
01-0105-000 - Cash-PNC Account
Bank Statement Date: January 31, 2025

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			31,367.39
Add: Cash Receipts			16,928.48
Less: Cash Disbursements			(25,969.53)
Add (Less) Other			8,477.96
Ending GL Balance			30,804.30
Ending Bank Balance			35,000.00
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Jan 31, 2025	4982	(230.02)
	Jan 31, 2025	4983	(723.00)
	Jan 31, 2025	4984	(1,175.00)
	Jan 31, 2025	4985	(52.95)
	Jan 31, 2025	4986	(1,346.75)
	Jan 31, 2025	4987	(285.00)
	Jan 31, 2025	EFT	(131.10)
	Jan 31, 2025	EFT	(251.88)
Total outstanding checks			(4,195.70)
Add (Less) Other			
Total other			
Unreconciled difference			0.00
Ending GL Balance			30,804.30

Mercer Co Regional Planning Commission
Account Reconciliation
As of Jan 31, 2025
01-0106-000 - Cash-Sweep-PNC
Bank Statement Date: January 31, 2025

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			212,030.32
Add: Cash Receipts			
Less: Cash Disbursements			
Add (Less) Other			(31,180.55)
Ending GL Balance			180,849.77
Ending Bank Balance			180,849.77
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			180,849.77

