

**MINUTES**  
**MERCER COUNTY REGIONAL PLANNING COMMISSION**  
**Hybrid Meeting: Tuesday – October 28, 2025 - 7:00 p.m.**

MUNICIPALITY	PRESENT	ABSENT
Farrell City	Venesta Kirk	Lynda Moss-McDougall
Hermitage City		Jeremy Coxe James Holl
Sharon City	Stephen Theiss Suzanne Kepple	
Clark Borough		Alesha Culp Maryjo Harakal
Fredonia Borough	Patricia McAdams	Ron Anthony
Greenville Town	Paul Hamill	
Grove City Borough	Patrick Eakin	Taylor Pokrant
Jackson Center Borough	John Chlpka	
Jamestown Borough		Justin Pipp
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		Mont Clark Robin Hostetler
Findley Township	John Courtney	Steve Paxton
Hempfield Township		Todd Hittle
Jackson Township		George McIntire
Jefferson Township	Richard McCullough	
Lake Township	Steve Tingley	
Liberty Township	Brenda Heck	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	

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South Pymatuning Township	Matthew Chlupka Johnathon Leyshon	
Springfield Township	Marcus Kohan	Tim Stiffy
Wilmington Township		Robert Steingrabe Sharen Brown
Wolf Creek Township		Charles Weber John Ligo
Mercer County	Larry McAdams Sheryl Kelly Jeff Hoy Elliot Lengel	Jared Grandy Jay Russell
Boroughs Association		
Supervisors Association		
County Commissioner	Ann Coleman	Tim McGonigle
Solicitor	James Nevant, II	
Staff	Others Present	
Doniele Russell, Executive Director	Mark Kline, French Creek Twp	
Elizabeth Peluchette, Senior Planner		

**CALL TO ORDER-** Matthew Stefanak, chairman, called the meeting to order at 7:00 p.m.

**PRAYER & PLEDGE OF ALLEGIANCE-** Bill Anthony, Vice Chairman, led the Commission in the Pledge of Allegiance and a prayer.

**PUBLIC COMMENTS ON ANY AGENDA ITEM–** Matthew Stefanak, Chairman.  
No comments were made.

**MINUTES OF September 23, 2025, MEETING-** Matthew Stefanak, Chairman  
A motion was made by Rich McCullough and seconded by Bill Anthony to approve the Minutes of the September 23, 2025, meeting. The Chairman called for any discussion, hearing none; a vote was called for, and the motion carried.

**Financial statements-** Nick Hanahan, Treasurer  
A motion was made by Nick Hanahan and seconded by Paul Hamill to approve the financial statements of September 2025, as presented. The Chairman called for any discussion, hearing none; a vote was called for, and the motion carried

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

- Pine Township Zoning Update- Proposed Zoning Request- Village Park Planned Residential Development. - R-1 to R-2- J.P. Howard VIPA Land Holdings, LLC -This Zoning request proposes lots along Airport Rd, from R-1/Single Family residential to R-2 to allow for multifamily residential.

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A motion was made by Larry McAdams and seconded by Steve Tingley to recommend approval of the zoning request to change from R1 to R2, the parcels along Airport Road in the Village Pak Plan. The Chairman called for any discussion, hearing none; a vote was called for, and the motion carried.

**Personnel Finance Committee-** committee chairman

- Motion to revise the 2025 Budget to reflect previously omitted CDBG income, as required to be documented by BBP. A motion was made by Patty McAdams and seconded by Jeff Hoy to approve the amendment to the revised budget. The Chairman called for any discussion; hearing none; a vote was called for, and the motion carried.

- Motion to enter into a shared service agreement with MCRCOG for a shared employee, with the agreement effective starting November 1, 2025.

A motion was made by Patty McAdams and seconded by Bill Anthony to approve entering into a shared service agreement with MCRCOG. The Chairman called for any discussion, a vote was called for, and the motion carried.

Doniele reminded the board that this was on last month's agenda. Due to the Sunshine Law, we had to bring it before the full committee because of the language in the last agenda. This agreement is not to exceed \$30,000. Matt Stefanik confirmed the planner who will be working with both agencies will be Brian Foster. The Chairman called for a vote, and the motion carried.

- Cooperation Agreement for the administration of the City of Farrell 2025 Community Development Block Grant (CDBG) program, starting November 1, 2025. A motion was made by Patty McAdams and seconded by Jeff Hoy to approve entering into a cooperation agreement with the City of Farrell for the program administration of the 2025 Community Development Block Grant (CDBG). The Chairman called for any discussion. A vote was called for, and the motion carried.
- Cooperation Agreement for the administration of the Mercer County 2025 Community Development Block Grant (CDBG) program, starting November 1, 2025. A motion was made by Patty McAdams and seconded by Steve Tingley to approve entering into a cooperation agreement with Mercer County for the program administration of the 2025 Community Development Block Grant (CDBG). The Chairman called for any discussion. A vote was called for, and the motion carried.
- French Creek Township and altering the member fee formula.

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A motion was made by Patty McAdams and seconded by Paul Hamill to accept the resolution of the MCRPC to add French Creek Township and alter the member fee formula contained in the Articles of Agreement. Patty stated Wheatland was still in the calculations for member fees, so adding French Creek and removing Wheatland, the fees remain the same for the other municipalities. The Chairman called for any discussion. a vote was called for, and the motion carried.

**Staff Reports**

- Doniele gave the staff report. The CDBG applications are due this Friday, October 31, 2025. The applications include the City of Farrell and Mercer County, which includes the Borough of Sharpsville, the Borough of Grove City, the Town of Greenville and Pine Township.
- MCRPC worked with the Borough of Gove City and submitted an ARC (Appalachian Regional Commission) for a 1.29-million-dollar downtown revitalization project.
- The county Comprehensive Project is in full swing. There is an online public survey open until November 9, 2025.
- LRTP- We completed six stakeholder survey sessions over the last couple of weeks. We had a great response- Thank you for participating. The survey is still open online, so if you have a specific location, there's an online mapping tool where you can flag your concern, whether it be road widening, Amish buggies, there are lots of different choices, maybe a safety or pavement issue, or a bridge issue that can all be selected from the drop-down.
- The office is continuing to work with the City of Sharon on their zoning ordinance.
- MCRPC hosted an Active Transportation Workshop with the Department of Health, PennDOT and a few others presenting. We did a short walking tour of the City of Sharon to see some do's and don'ts for your community active transportation plans. Mercer County is a priority area for the Department of Health, so if your community is interested, please let us know, and we are more than happy to work with you to get an application in for walkability and safety for active transportation.
- Doniele stated she met with the Jamestown Borough Council. They are looking for sidewalk assistance as well as some other projects.
- Mercer Borough asked about assistance with their zoning ordinance.
- MCRPC also assists with the Northwest Housing Regional Plan, which is a region-wide housing plan. The consultant said that they have on that has some in-depth research and it'll be a toolkit for our area. This will be a companion to our comp plan and our housing study.

**Discussion**

- The link to the public survey for the County Comprehensive Plan is on our website.

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- The link to the County Long Range Transportation Plan website is on our homepage. There you will find the public survey link and the Mapping Transportation Areas of Concern link.
- November 7, 2025 is the deadline for plan submissions and any subdivision land development ordinance amendments or zoning amendments.
- The Zoning and Subdivision Committee will meet on November 18, 2025, at 7:00 p.m. This is a new meeting start time and has been advertised.
- November 25, 2025, the Finance and Personnel will meet at 6:00 p.m. and the Full Commission will meet at 7:00 pm.
- Nick Hanahan emphatically discussed the hard work that Doniele, Liz and Tara have been putting in over the last couple of months. He commended their hard work, stating that without them, the office would not be afloat. He stated they have gone above and beyond and are not getting paid to do it because that is the kind of people they are.

**Adjournment-**

A motion was made by Rich McCullough and seconded by Dale Perry to adjourn at 7:23 pm.

Submitted and Certified By:

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

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