

MINUTES
Cambria County Planning Commission
June 16, 2022

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, June 16, 2022, 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

Chair, Eric Wolf, called the meeting to order.

PRESENT

Eric Wolf
James White
Diana Waksmunski
Ron Rovanseck
Russ Kiel

ABSENT

Debra Orner
Melissa Komar
Danea Koss
Lisa Mays

STAFF

Christopher Allison
Colleen A. Bukowski
Shanna Sosko

GUESTS

John DeBartola

PUBLIC COMMENT

Mr. John DeBartola, 1197 Bedford Street, Johnstown, PA presented comments regarding his concern about the legality of the Commission providing health care coverage to Mr. Ethan Imhoff for the months of February, March, and April of 2022. He stated that he has notified the Cambria County Commissioners of his concerns regarding this issue. Mr. DeBartola commented that the Planning Commission violated the Sunshine Act on three separate occasions.

EXECUTIVE SESSION

At this time, Mr. Wolf called for an Executive Session to discuss personnel matters.

Following the Executive Session, Mr. Wolf reconvened the regular CCPC meeting.

ACTION ITEMS

Ratification of Interim Executive Director Compensation

Mr. Wolf stated that, upon review of the minutes of the January 28, 2022 Special Meeting of the Cambria County Planning Commission, he determined that the duly made and seconded motion made by Mr. Batdorf to appoint Ethan Imhoff as Interim Executive Director did not specifically state that Mr. Imhoff would receive health care/dental benefits in lieu of salary for his services as Interim Executive Director. Mr. Wolf stated that although Commission members were in general agreement regarding Mr. Imhoff's in-lieu-of-salary compensation, it was not officially stated in the motion. Therefore, at this time, Mr. Wolf called for a motion to ratify payment of Mr. Imhoff's health care/dental benefits in lieu of salary during his tenure as Interim Executive Director. On a motion by Mr. Kiel, seconded by Mr. Rovanseck, payment of health care/dental benefits for Ethan Imhoff for

February through April 2022, during his time as Interim Executive Director, was ratified. The ratification motion passed unanimously.

Approval of Minutes

On a motion by Ms. Waksmunski, seconded by Mr. Rovansek, the minutes of the May 19, 2022 meeting were approved. The motion passed unanimously.

Appointment of Executive Director

Mr. Wolf stated that after an extensive search and Executive Session discussions, the Commission was prepared to appoint an Executive Director to fill the current vacancy. Mr. Rovansek made a motion that Christopher D. Allison be offered the position of Executive Director at an annual salary of \$70,000 plus all fringe benefits offered to all full-time CCPC staff. The motion was seconded by Mr. White and passed unanimously. Mr. Allison expressed his appreciation to the members for their confidence in his abilities to serve as the Commission's Executive Director and noted his enthusiasm in assuming this leadership role. Ms. Waksmunski commented that during the interview process she welcomed the opportunity to learn more about Mr. Allison's planning experience and leadership qualities.

Election of Treasurer

Noting that Russell Kiel was previously appointed Treasurer to replace Lonnie Batdorf, Mr. Wolf called for a motion to officially elect a member to serve as Commission Treasurer. On a motion by Ms. Waksmunski, seconded by Mr. Rovansek, Russell Kiel was nominated and elected to serve as Treasurer of the Cambria County Planning Commission. The motion passed unanimously.

Designation of Acting Responsible Person on Ameriserv Bank Accounts

On a motion by Mr. Rovansek, seconded by Mr. Kiel, Christopher D. Allison was designated as the Acting Responsible Person on all Ameriserv bank accounts. The motion passed unanimously.

Treasurer's Report

The June Financial Statement was read by Ms. Bukowski and reviewed by those present. There being no comments or questions on the statement, Mr. White made a motion that the June Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Mr. Kiel and passed unanimously.

July 2022 CCPC Meeting

Ms. Waksmunski made a motion to schedule a regular meeting of the CCPC on Thursday, July 21, 2022. The motion was seconded by Mr. Rovansek and passed unanimously.

STATUS REPORTS

Transportation Planning

Mr. Allison reported that development of the 2023 Transportation Improvement Plan (TIP) update is continuing, with pertinent documents posted to the Commission's website. Mr. Allison noted that upon completion of the

public review period, the final update will be presented for approval by the Cambria County MPO.

Mr. Allison stated that as per federal requirements and in support of the 2023 Transportation Program Update, staff compiled a benefits and burdens analysis for all projects on the Twelve-Year Program. He explained that the analysis categorized the projects as high, moderate, or low impact and then overlaid the projects on maps depicting low income and minority populations to assure that these demographic segments are not disproportionately affected by the projects.

Mr. Allison briefly commented on the following activities in which he has been engaged during the past month: administrative activities and procedures to facilitate the execution of the FY 2022-2024 Unified Planning Program; Right-to-Know request processing; and coordination of the county bridge inspection and maintenance program. He indicated that the historical review process regarding the Red Mill Bridge is continuing and bids for replacement of the structure are anticipated to be advertised by year's end.

Noting that he has served on many boards, Mr. White addressed the members and staff of the Commission. He stated that although the CCPC meetings may not be as structured as other organizations, the Board and staff should be commended for their accomplishments and service to Cambria County. He also noted that guests are always welcome to attend the CCPC meetings.

Community Development

Briefing the members on the proposed Mainline Regional Comprehensive Plan initiative, Ms. Sosko stated that efforts are continuing to meet with municipal officials who have expressed interest in participating in the regional planning process. She commented that scheduling meetings with municipal officials during the summer months has proven to be challenging, however, Commission staff will be meeting with Portage Township representatives in late June to coordinate scheduling of a meeting with representatives from all interested municipalities. Ms. Sosko indicated that this meeting would provide a forum to explain the planning process and to determine the geographical area to be addressed in the plan as well as discussion of municipal goals and objectives.

Noting that updates and maintenance to the CCPC website and Facebook are completed on a routine basis, Ms. Sosko stated that a recent posting included 2020 Census data. Ms. Sosko also apprised the members that the most recent U.S. Census data was utilized for the benefits and burdens analysis for all projects on the Twelve-Year Program. She explained that maps were prepared by overlaying project points over recent Census data referencing minority population and the population of those living below the poverty line.

Ms. Sosko reported that currently-scheduled LTAP classes, class promotion, and the direction of the LTAP program have been topics of discussion between CCPC and Southern Alleghenies Planning and Development Commission staff members. Noting that virtual classes, which were presented during the pandemic, are not a good match for the municipal officials/employees in Cambria County, Ms. Sosko stated that efforts continue to schedule in-person classes that are of interest to individuals in Cambria County. She stated that, at the request of the Pennsylvania State

Association of Township Supervisors (PSATS), she will be facilitating and attending a flagger certification class in September.

OLD BUSINESS

Mr. Wolf stated that there was no "Old Business" to discuss.

NEW BUSINESS

Mr. Wolf stated that there was no "New Business" on today's agenda.

On a motion by Mr. Rovansek, seconded by Mr. White, the meeting was adjourned. Motion passed unanimously.