

MINUTES  
Cambria County Planning Commission  
March 20, 2025

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, March 20, 2025, at 10 a.m., at the Young People's Community Center, Ebensburg, Pennsylvania.

Chairwoman, Melissa Komar, called the meeting to order.

PRESENT

ABSENT

Melissa Komar  
Scott Eberhart  
Charles Koren  
Paul Kundrod  
Danel Koss  
Debra Orner  
Ron Rovansek  
Shawn Veneskey  
Diane Waksmunski

STAFF

GUESTS

Mark Lazzari  
Colleen Bukowski  
Shanna Sosko  
Jacob Zerby

Commissioner Thomas Chernisky

There being no changes to the agenda, Ms. Komar called for continuation of the meeting as per posted agenda.

PUBLIC COMMENT

No public comment was offered at this meeting.

ACTION ITEMS

Approval of Minutes

On a motion by Mr. Kundrod, seconded by Mr. Eberhart, the February 20, 2025 meeting minutes were approved. The motion passed unanimously.

Treasurer's Report

The March Treasurer's Report was read by the Executive Director and reviewed by those present. Mr. Lazzari reported the March 1, 2025 balances for the Commission's regular checking account as \$142,496.68 and the Money Market Account as \$25,516.04. After briefly noting anticipated revenues and expenses paid, Mr. Lazzari noted the listing of expenses to be approved for payment at the end of the month. In response to Dr. Koren's inquiry regarding the unused balance of the 2024 County liquid fuels allocation, Mr. Lazzari explained that \$25,000 was budgeted by the County to reimburse the CCPC for staff services rendered pertaining to the County bridge maintenance program. He further clarified that the Commission draws down from this allocation and receipt of the funds is contingent upon

invoices submitted to the County Commissioners delineating staff time spent with regard to the bridge program and any remaining balance at the end of the year remains with the County. In response to Ms. Komar's inquiry regarding health care reimbursement to the Commission's retirees, Mr. Lazzari stated that a process for reimbursement has been established and checks are issued to the retirees on the 15<sup>th</sup> of the month. There being no other questions or comments on the financial statement, Dr. Koren made a motion that the March Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Ms. Orner and passed unanimously.

Authorization for the Executive Director to Sign an Electronic Access Agreement for Pennsylvania Crash Information Tool

Mr. Zerby explained that the agreement between the CCPC and the Commonwealth of Pennsylvania, acting through the PA Department of Transportation, will allow the Commission to access current crash data which may be beneficial in the transportation planning process. He also noted that there will be no charge to the Commission to access data using this information tool. On a motion by Mr. Veneskey, seconded by Ms. Waksmunski, the Executive Director was given authorization to sign an Electronic Access Agreement with the Commonwealth of Pennsylvania, acting through the PA Department of Transportation, allowing the CCPC to access/utilize the Pennsylvania Crash Information Tool. The motion passed unanimously.

STATUS REPORTS AND PROJECT UPDATES

Mr. Lazzari commented on the following staff collaboration and partnership activities:

- PA DEP Brownfield Identification and Assessment Program - Staff of the CCPC and the County Redevelopment Authority assisted PA DEP staff in enrolling the boroughs of East Conemaugh, South Fork, Northern Cambria, and Nanty Glo in this Program. Explaining that the program enables state-contracted environmental and economic consultants to assess potential brownfield sites and determine remediation strategies in an effort to foster economic revitalization in the community.
- Southern Alleghenies Countywide Action Plan - Staff continues to participate with the County Conservation District staff to develop this regional strategy targeted to clean up the Chesapeake Bay by successfully restoring and protecting water quality within each participating county.
- Staff continued participation on the Solid Waste Advisory Committee; the steering committee of the Central Allegheny Highlands ATV Study; the County Health and Welfare Council; Southmont Borough Active Transportation Planning Committee; and coordination meetings with City of Johnstown representatives in development of an updated Comprehensive Plan

Providing an update on the Johnstown Housing Authority (JHA) Choice neighborhoods project, Ms. Sosko stated that the Commission recently participated in a community workshop/public engagement session to garner suggestions for revitalizing the neighborhoods and an early action project that can be undertaken to benefit the Coopersdale and Oakhurst neighborhoods of the City of Johnstown. She noted that in addition to JHA and CCPC staff,

residents of the Coopersdale neighborhood, the Coopersdale housing complex, local businesses, and members of the consulting team participated in the session. Ms. Sosko indicated that additional recreation amenities were top suggestions for consideration as an early action project. In response to an inquiry from Ms. Komar regarding the City's involvement in this project, Ms. Sosko explained that City representatives participated in the steering committee meeting and were aware of the public engagement session. She also indicated that City representatives will continue to be apprised of upcoming meetings regarding this planning initiative.

Ms. Sosko stated that a Request for Proposals (RFP) has been reissued for development of the West Hills Regional Comprehensive Plan. She indicated that seven consulting firms participated in the Question & Answer session pertaining to plan development; and once proposals are received, final acceptance of a proposal will be based on the recommendation of a selection committee comprised of one elected official from each participating municipality and CCPC staff representation. Ms. Sosko noted that her current focus on plan development is securing financial commitment letters from each of the five participating municipalities.

Ms. Sosko reported that staff continues to meet with members of the West Hills Regional Fire Department to facilitate the formation of the West Hills Regional Fire Commission. She stated that a draft document, which will guide the formation of the Commission, has been prepared and is being reviewed by members of the regional fire department.

Mr. Zerby apprised the members of the status of ongoing transportation projects, i.e., finalization of the draft Transportation Improvement Program (TIP) priority projects rankings, submission of 2025-2027 Unified Planning Work Program to state planning partners, and finalization of comments pertaining to the National Multimodal Freight Network. Mr. Zerby noted that transportation planning work will continue as scheduled and outlined in the current work program until such time that alternative guidance is received from federal planning partners.

Mr. Zerby reported that course materials have been received for CCPC staff participation in the County Drone Program. He and Ms. Sosko explained that staff will complete necessary training to obtain licensing and flight certifications.

#### NEW BUSINESS/DISCUSSION ITEMS

Mr. Lazzari stated that a Request for Qualifications (RFQ) has been prepared requesting qualifications/experience and billable hourly rates for the provision of as-needed legal advice services to the CCPC. He confirmed that the RFQs will be reviewed by Commission members and staff prior to entering into an agreement with a qualified attorney or law firm.

The Executive Director reported that staff has been coordinating with CamTran personnel and PennDOT planning partners in the preparation of an RFP for development of a Coordinated Human Services Transportation Plan. Mr. Lazzari noted that this planning endeavor is anticipated to be funded through the Commission's current Unified Planning Work Program.

Mr. Zerby apprised the members of his efforts to urge the County Commissioners to advertise for and select a county bridge engineer for maintenance and inspection services relative to the bridges owned by the

County. He noted that the previous contract with Keller Engineers expired on December 31, 2024. Commissioner Chernisky, who was in attendance at today's meeting, stated that he will make every effort to expedite the selection process and engage an engineer for this purpose as soon as possible.

The Transportation Planner reported on his continued involvement in developing the Municipal Infrastructure Assistance Program. Noting that the assistance of CCPC staff was requested by the County Commissioners in this initiative, Mr. Zerby explained that the program and application documents will assist the Commissioners in allocating Act 89 and liquid fuels funds for municipal transportation projects. Commissioner Chernisky commented that once application documents are finalized, the Cambria County Planning Commission will be tasked with evaluating the project applications and providing funding recommendations to the County Commissioners.

Mr. Lazzari briefed the members on the anticipated contents of the upcoming CCPC newsletter, noting that the publication will showcase CCPC activities and current planning trends. In addition, the newsletter will provide a forum to advertise and gather public comment for MPO proposals and projects.

#### BarnesSaly Proposal for Auditing Services

Mr. Lazzari stated that financial audit of the CCPC for the year ending June 30, 2024 is nearly completed. He indicated that copies of the document will be provided to Commission members for their review and comment before official acceptance of the audit.

There being no additional business, the meeting was adjourned on a motion by Ms. Orner, seconded by Dr. Koren. Motion passed unanimously.