

MINUTES
Cambria County Planning Commission
May 15, 2025

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, May 15, 2025, at 10 a.m., at the Young People's Community Center, Ebensburg, Pennsylvania.

Vice-Chairman, Dr. Koren, called the meeting to order.

PRESENT

Charles Koren
Paul Kundrod
Debra Orner
Shawn Veneskey
Diane Waksmunski

ABSENT

Melissa Komar
Scott Eberhart
Danea Koss
Ron Rovansek

STAFF

Mark Lazzari
Colleen Bukowski
Shanna Sosko
Jacob Zerby

GUESTS

Commissioner Thomas Chernisky
Commissioner Scott Hunt

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

PUBLIC COMMENT

No public comment was offered at this meeting. At this time, Dr. Koren circulated a note of appreciation received from Commission member Scott Eberhart for a convalescent gift received from the Commission.

ACTION ITEMS

Approval of Minutes

On a motion by Ms. Waksmunski, seconded by Mr. Kundrod, the April 17, 2025 meeting minutes were approved. The motion passed unanimously.

Treasurer's Report

The May Treasurer's Report was read by the Executive Director and reviewed by those present. Mr. Lazzari reported the May 1, 2025 balances for the Commission's regular checking account as \$160,108.85 and the Money Market Account as \$25,522.44. Mr. Lazzari noted that all expenses listed for payment approval were standard payroll, taxes, and operating expenses. There being no comments or questions on the report, Mr. Kundrod made a motion that the May Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Ms. Orner and passed unanimously.

Authorization Approving the Stuart Group Consulting LLC Proposal for the West Hills Regional Multi-Municipal Implementable Comprehensive Plan

Mr. Lazzari stated that the following three consulting firms submitted proposals for development of the West Hills Regional Comprehensive Plan: Fisher Associates; Mackin Engineering & Consultants; and Stuart Group Consulting, LLC. Ms. Sosko explained that Commission staff conducted online interviews with each of the consulting firms; and based on the interviews and proposals submitted, a scoring matrix was completed by each of the participating municipalities and the CCPC. Noting that the completed scoring matrix was provided to each CCPC members prior to this meeting, Mr. Lazzari recommended that, based on the matrix, Stuart Group Consulting, LLC, be awarded the contract. Mr. Veneskey made a motion that the proposal submitted by Stuart Group, LLC, in the amount of \$74,997, for development of the West Hills Regional Multi-Municipal Implementable Comprehensive Plan be accepted and CCPC Chair be authorized to sign and execute the agreement between the CCPC and Stuart Group Consulting, LLC. The motion was seconded by Mr. Kundrod and passed unanimously. In response to a question by Dr. Koren, Ms. Sosko stated that all three proposals and the scoring materials will be kept on file until the project is completed.

Approval of Michael Baker Proposal for the Coordinated Public Transit Human Services Transportation Plan

Mr. Lazzari stated that proposals for development of the Coordinated Public Transit Human Services Transportation Plan were received from Michael Baker and KFH Group. He noted that the plan will be funded through Unified Planning Work Program over the next 2 to 3 years. Mr. Zerby explained that Commission staff and two representatives from the Cambria County Transit Authority rated the two proposals based on a scoring matrix which was developed by CCPC staff. Noting that the completed scoring matrix was provided to each CCPC members prior to this meeting, Mr. Lazzari recommended that, based on the matrix, Michael Baker be awarded the contract. Mr. Kundrod made a motion that the proposal submitted by Michael Baker, in the amount of \$74,727, for development of a Coordinated Public Transit Human Services Transportation Plan be accepted and CCPC Chair be authorized to sign and execute the agreement between the CCPC and Michael Baker. The motion was seconded by Ms. Orner and passed unanimously.

Approval of Recommended Projects for the Cambria County Municipal Infrastructure Assistance Program

Mr. Lazzari provided a brief synopsis of the Commission's involvement in the Cambria County Municipal Infrastructure Assistance Program. He explained that, at the request of the County Commissioners, staff developed application procedures and designed a project scoring matrix for municipal projects submitted for funding under this infrastructure program. Mr. Zerby commented that the completed scoring matrix which considers project readiness, traffic volume, and detour lengths, will assist the Commissioners in allocating Act 89 and Act 13 funds for municipal transportation projects. He apprised the members of the following four projects that were submitted for funding consideration under the initial funding round: Act 13 Funds: Hunt Road Bridge/East Taylor Township; Act 89 Funds: Southmont Paving/Southmont Borough; Iron Street Bridge/West Taylor Township; Willow Beach Road/Summerhill Township. Noting that project

applications were reviewed and ranked by Commission staff, Mr. Zerby distributed a draft letter to be sent to the County Commissioners detailing funding recommendations for the four candidate projects (Hunt Road Bridge - \$626,010; Southmont Paving - \$20,400; Iron Street Bridge - \$50,000; Willow Beach Road - \$34,960). A discussion ensued among Commissioners Hunt and Chernisky, Commission members, and Commission staff about the benefits of the program, requirements for use of both Act 13 and Act 89 funds, funding rounds, and the future outlook for the program. Commissioner Hunt informed Commission members that a portion of the Act 89 funds will be held to assure that all county-owned bridges are maintained and remain structurally sound and the remaining funds will be allocated for municipal bridge improvements. Mr. Zerby urged members to encourage municipal officials to submit projects during the second 2025 funding round (May 13-June 16) of the Municipal Infrastructure Assistance Program. All those present agreed with the recommendations to be presented to the County Commissioners and expressed the hope for increased project submissions as municipal officials become more familiar with the application process. On a motion by Mr. Veneskey, seconded by Ms. Orner, the draft recommendation letter to the County Commissioner was approved. The motion passed unanimously.

STATUS REPORTS AND PROJECT UPDATES

Commission staff provided updates on the following initiatives:

- JHA Choice Neighborhoods Project

Mr. Lazzari and Ms. Sosko provided brief updates on this project. Continued coordination telephone calls, upcoming community and steering committee meetings, and a planned field trip to a Pittsburgh community which previously received HUD Choice Neighborhoods funding were noted. Ms. Sosko stated that the consultant has developed two surveys to gather information vital to plan development which are targeted to residents of Coopersdale Homes and the West End and Oakhurst neighborhoods. She indicated that with the assistance of three community ambassadors and engagement at the community public meeting scheduled for June 11th, public outreach will be fostered and participation in the survey will be encouraged.

- Unified Planning Work Program (UPWP)

Mr. Zerby reported that language revisions to the proposed 2025-2027 UPWP were completed and the funding agreement was approved at the state and federal levels. He indicated that a fully executed document is expected prior to the July 1, 2025 start date.

- Cambria County Unmanned Aerial Vehicle (UAV) Program

Ms. Sosko and Mr. Zerby apprised the members of their participation in a week-long advanced drone training program. Staff stated that although the hands-on training focused on emergency response capabilities of UAVs and training certification for attendees, the training facilitated staff in drone operation licensing. Mr. Lazzari noted that staff

participation in this initiative is an example of the importance of collaboration with other county agencies and keeping abreast of new technology in relation to core community planning.

NEW BUSINESS/DISCUSSION ITEMS

Mr. Lazzari reported that he received one response to the Commission's Request for Qualifications (RFQ) for the provision of as-needed legal advice services to the CCPC. Those present were in agreement with Mr. Lazarri's recommendation to extend the RFQ time-frame, solely for cost comparison purposes.

Mr. Lazzari stated that the CCPC 2023-2024 audit has been finalized and the audit documents delivered. He noted that the report will be provided to all Commission members for review prior to the June 19th Commission meeting.

At this time a discussion ensued regarding the 814 Drone Program and the County's use of federal SMART grant funds to improve emergency response medical services in rural areas. Funds are being used in Cambria County to test the concept of drone delivery of medical supplies such as AEDs, Narcan, EPI pens, oral glucose, and tourniquets. Also briefly discussed was the importance of local high schools/college implementation of aviation education and curriculum.

There being no additional business, the meeting was adjourned on a motion by Ms. Waksmunski, seconded by Mr. Kundrod. Motion passed unanimously.