

MINUTES
Cambria County Planning Commission
December 18 2025

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, December 18, 2025, at 12 noon, at the Young Peoples Community Center, Ebensburg, Pennsylvania.

Chairwoman Melissa Komar called the meeting to order.

PRESENT

Melissa Komar
Scott Eberhart
Charles Koren
Danea Koss
Debra Orner
Ron Rovansek
Shawn Veneskey
Diane Waksmunski

ABSENT

Paul Kundrod

STAFF

Mark Lazzari
Colleen Bukowski
Shanna Sosko
Jacob Zerby

GUESTS

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.

EXECUTIVE SESSION

Ms. Komar requested the meeting be adjourned for an Executive Session to discuss personnel matters.

The regular meeting was reconvened at 12:20.

ACTION ITEMS

Approval of Minutes

On a motion by Mr. Rovansek, seconded by Dr. Koren, the November 20, 2025 meeting minutes were approved. The motion passed unanimously.

Treasurer's Report

The December Treasurer's Report was read by the Executive Director and reviewed by those present. Mr. Lazzari reported the December 1, 2025 balance for the Commission's regular checking account as \$132,389.76 and the Money Market Account as \$25,544.89. Mr. Lazzari stated that in addition to normal monthly operating expenses, expenses listed for payment approval included payment to BarnesSaly & Company for preparation of the 2024-2025 audit and to Quantum Catalyst, LLC for the Downtown Market Rate

Housing Project. It was noted that the audit report is required by Cambria County and PennDOT planning partners. Mr. Lazzari stated that all CCPC invoices submitted under the Unified Planning Work Program have been approved at the Central District office and submitted to the Comptroller for payment. There being no additional comments or questions on the report, Mr. Eberhart made a motion that the December Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Ms. Waksmunski and passed unanimously.

Members present briefly discussed the proposed 2026 budget which had previously been reviewed at the November CCPC meeting. Noting that all members were given ample opportunity to review the budget since the November meeting and there were no further questions, Ms. Komar called for a motion to approve the budget as presented. Dr. Koren made a motion that the 2026 CCPC budget be approved. The motion was seconded by Mr. Rovansek and passed unanimously.

A brief discussion was held on the update of the Commission's fee schedule for subdivision, land development, and other reviews conducted by staff. Mr. Lazzari noted that the slight increase in fees is justified based on staff time required to review the various plans submitted to the Commission. There was a general consensus among those present that the fee schedule be re-evaluated annually/bi-annually to insure that fees cover staff time needed for this work task. On a motion by Ms. Orner, seconded by Ms. Koss the 2026 CCPC Fee Schedule was approved. The motion passed unanimously.

Mr. Lazzari presented the 2026 CCPC meeting schedule: Third Thursday of every month; 12 noon; at the Young Peoples Community Center in Ebensburg. On a motion by Mr. Rovansek, seconded by Ms. Orner, the 2026 CCPC meeting schedule was approved.

STATUS REPORTS AND PROJECT UPDATES

Staff presented abbreviated monthly reports and project updates as follows:

- West Hills Regional Comprehensive Plan

Ms. Sosko stated that coordination activities continue. She noted that the consultant is preparing a community survey which will assist in capturing additional resident input.

- West Hills Regional Fire Commission

Ms. Sosko reported that all entities involved in this initiative are cooperating and formation of the regional Commission is expected to be finalized by June 2026. She noted that the Community Foundation for the Alleghenies (CFA), the funding for this project, has approved a time extension for the completion of the project.

- JHA Choice Neighborhoods Project

Mr. Lazzari stated that staff continues hands-on planning activities associated with the development of the Johnstown Housing Authority Choice Neighborhood Plan. He noted that additional focus group meetings are scheduled for early January.

- Cambria County Coordinated Public Transit Human Services Transportation Plan

Mr. Zerby reported that an advisory committee meeting is scheduled for mid-January, with steering committee and focus group meetings to follow in January/February.

NEW BUSINESS/DISCUSSION ITEMS

Copies of the 2024-2025 CCPC Audit, prepared by BarnesSaly & Company, LLC were distributed to Commission members. Mr. Lazzari requested that any questions be directed to his office prior to the January meeting when the audit will be considered for formal acceptance.

A discussion on the County's Municipal Infrastructure Assistance Program (MIAP) was held, with staff noting that the opening for second round applications is anticipated in February. Mr. Zerby stated that based on feedback received from first-round applicants, Commission staff has initiated steps to implement a more efficient and accessible application process. Noting that the MIAP project provides funding for municipal road and bridge maintenance and stormwater projects, Mr. Lazzari encouraged Commission members to promote the MIAP within their respective communities.

Mr. Lazzari reported that the Director of the Cambria County Transit Authority (CamTran) recently requested the County Commissioners to task CCPC staff with updating the local match allocation formula for municipalities being serviced by the CamTran urbanized area transportation network. Commission members and staff expressed concern about the time commitment this will place on staff and whether this endeavor is the responsibility of the CCPC. Mr. Lazzari commented that the Planning Commission's role in transit operations has traditionally been to support CamTran in ensuring public transportation throughout the County. Commissioner Chernisky commented that the County provides funding to CamTran to match state and federal monies received to maintain transit operations within the County. Mr. Lazzari added that it was reported by CamTran that the local match allocation formula used in Cambria County was established by the Planning Commission over 40 years ago, however, CamTran has implemented it since that time. The Planning Commission is not involved with calculating the local share contribution requests issued to municipalities. Commission members requested the Executive Director to discuss CamTran's request with the County Commissioners and CamTran personnel and provide additional information at the January CCPC meeting.

At this time, Ms. Komar and Mr. Lazzari expressed sincere appreciation to Danea Koss for her dedication as a Commission member for the past five years and her commitment as Commission Treasurer for the past two years.

Mr. Lazzari stated that the County Commissioners have appointed Heather McCloskey to the Commission Board and reappointed Charles Koren and Shawn Veneskey for four-year terms, effective January 1, 2026.

With no further business to discuss, Ms. Komar adjourned the meeting. Motion seconded by Ms. Waksmunski and passed unanimously.