

Minutes

**January 11, 2016
Monday, 4:30 p.m.
Commissioner's Board Room
155 North 15th Street**

**REGULAR MEETING
UNION COUNTY PLANNING COMMISSION**

I. Call to Order:

Chairman Donald Bowman called the meeting to order at 4:30 p.m.

Planning Commission Members Present:

Donald Bowman	Justin Keister	Tony Mike (non-voting)
Sally Farmer	Jeff Koppel	Jeff Thompson
Allan Grundstrom (non-voting)		

Planning Commission Members Absent:

Susan Benfer

Others Present:

Shawn McLaughlin, Planning Director	Alan Wagner, PLS
Pamela Mabus, Staff	Caleb Reiber, CenterPoint Eng., Inc.
Janice Wagner, Staff	Jen Hane, SUN Vo-Tech
Commissioner Showers	Mary Brouse, SUN Vo-Tech

II. Reorganization:

A. Election of Officers

There was a motion by Allan Grundstrom to retain the same officers. Second by Justin Keister. Motion carried.

Donald Bowman – Chairman
Susan Benfer – Vice-Chairwoman
Jeff Koppel – Secretary

B. Committee Assignments.

Chairman Bowman appointed the following members to the various committees for 2016: Subdivision committee: Susan Benfer, Tony Mike, Allan Grundstrom, and Donald Bowman, (alternate). Personnel committee: Sally Farmer, Allan Grundstrom, Jeff Koppel, Jeff Thompson, Donald Bowman (alternate). Transportation committee: Allan Grundstrom, Jeff Koppel, Justin Keister, Jeff Thompson, Tony Mike (alternate).

C. Appointment of UCPC Solicitor

A discussion was held pertaining to the meeting between Chairman Bowman, Shawn McLaughlin and Attorney Runkle. Chairman Bowman would like to see the meeting schedule as a possible agenda item in the near future. Following the discussion there as a motion by Jeff Thompson to retain Attorney Runkle through 2016 understanding the discussion that was held and the modifications to rescheduling. Second by Sally Farmer. Motion carried.

D. Appointment of UCPC Engineers

There was a motion by Jeff Koppel to retain the engineering firms of HRG and Larson Design for 2016. Second by Jeff Thompson. Justin Keister abstained from voting due to conflict of interest. Motion carried.

III. Approval of Minutes:

Being no additions or corrections to the minutes there was a motion by Jeff Thompson to approve the December 14, 2015 meeting minutes as mailed. Second by Jeff Koppel. Motion carried.

IV. Committee Reports:

A. Subdivision Report – December 2015

Commission Actions

William Pontius – Lewis Township

1. William Pontius – Lewis Township

This property contains 134.47 acres. All conditions of the plan have been met and they were requesting final plan approval. There was a motion by Jeff Thompson to grant final plan approval. Second by Justin Keister. Motion carried.

2. Punako/Iddings – West Buffalo Township

The developer is requesting a time extension to April 11, 2016. It has been determined that part of the campground has been developed on the neighbor's property to the west. The Applicant is working on a "land swap" for .51 acres from the Irving's to Iddings which would correct this and Iddings would convey .51 acres to the Irving's. Therefore, they are requesting the extension to correct this situation. There was a motion by Jeff Thompson to grant the time extension to April 11, 2016 (planning commission meeting). Second by Jeff Koppel. Motion carried.

Staff Actions

1. Michael Krushinski Est. – West Buffalo Twp., (2 lots), res., rec., 8.4 acs., add-on, final.

Municipal Reviews

2. James Apple – East Buffalo Twp., (1 lot), res., 1.93 acs., add-on, final.
3. Pedro Valdes – Union Twp., (1 lot), res., 3.11 acs., add-on, final.
4. Keefer/Engle – Buffalo Twp., (2 lots), res., 1,681 s.f., final.
5. Michael Meslener – Kelly Twp., (1 lot), res., 1.00 acs., final.
6. Michael Meslener – Kelly Twp., (1 lot), res., 1.00 acs., final.
7. Michael Meslener – Kelly Twp., (1 lot), res., 2.00 acs., add-on, final.

8. Steven Eaton – Union Twp., (3 lots), res., 8.40 acs., final.

SUN Vo-Tech School - Caleb Reiber of CenterPoint Engineering presented a sketch plan for SUN Area Vo-Tech School in New Berlin for the purpose of adding two new buildings to the main building for a total of 2,600 square feet. They will also be installing new lighting, reconfiguring the access drive and placing a subsurface storm water retention facility under the parking lot. It was suggested that if they would like to forego an Improvements Guaranty they would need to submit a waiver request with the application. Chairman Bowman is requesting a copy of the minutes from the action of the school districts that they have committed to financial support for the project and to proceed with the building construction.

There was a motion by Jeff Thompson and second by Sally Farmer to endorse the staff actions and municipal reviews. Motion carried.

V. Correspondence and Information:

Commissioner Showers apologized to Tony Mike and Allan Grundstrom for not getting the reappointments made prior to our meeting. Part of the delay was due to working on the budget and the other was coming up with an appointee for the replacement of Jack Pyper. The commissioners had narrowed it down to two applicants. Not sure on what direction to go they were looking for input from the commission. Discussion followed.

Commissioner Showers also discussed the involvement of the planning department and the economic development activities with the budget cuts and the position of Don Alexander as the Economic Development Officer being eliminated. The commissioners are looking at the planning staff and Planning Commission to take on more of this role for the entire County and not just Great Stream Commons.

Commissioner Showers also discussed with the planning commission the function of Janice Wagner and others being staffed at the front desk at various times of the month. This is to have a receptionist at the front desk at all times and to minimize individuals wandering around the building and not knowing where to go.

VI. Director's Report:

Mr. McLaughlin reported he has been working with Bob Huntington on a recycling equipment issue; working with Chief Clerk and our engineer Larson Design on liquid fuels for County bridge funding; working with our consultant on the Laurel Park Bridge in Laurelton; doing some coordination on bridge #17; working with Gregg Township on removing a bridge there; another bridge on Dietrich Road is closed and the local officials are in agreement on not opening that one, so Mr. McLaughlin is working with SEDA-COG and PennDOT trying to get a bridge bundle package approved by PennDOT and remove some of the bridges that are no longer needed; met with greenway committee and gave them potential projects to look at and comment on; attended several SEDA-COG long range transportation meetings.

VII. Old Business:

A. Greenway and Open Space Plan

Nothing new to report on this.

VIII. New Business:

A. Annual Budget

The commissioners have approved the county budget.

B. UCPC Vacancy

Commissioner Showers discussed this earlier in the meeting.

IX. Public Comment:

None

X. Adjournment:

Being no further business there was a motion by Justin Keister and second by Jeff Thompson to adjourn the meeting at 6:13 pm. Motion carried.

Jeff Koppel, Secretary

Date