

**Minutes**

**January 13, 2020  
Monday, 4:30 p.m.  
Commissioner's Board Room  
155 North 15<sup>th</sup> Street**

**REGULAR MEETING  
UNION COUNTY PLANNING COMMISSION**

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**I. Call to Order:**

Chairman Donald Bowman called the meeting to order at 4:35 p.m.

Planning Commission Members Present:

Donald Bowman  
Sally Farmer

Tony Mike  
Greg Prowant

Ben Ranck  
Alan Zeigler

Planning Commission Members Absent:

Susan Benfer

James Murphy

Others Present:

Shawn McLaughlin, Planning Director  
Ryan Ferey, Penn Core Consulting  
Brian Shultz, Penn Core Consulting

Janice Wagner, Staff  
Alan Wagner, PLS  
John DeVecchio, Planner

**II. Reorganization:**

A. Election of Officers: Chairman - Motion by Sally Farmer to retain Don Bowman as Chairman. Second by Tony Mike. Motion carried.

Vice Chairman - Motion by Ben Ranck to retain Susan Benfer as Vice Chairperson. Second by Sally Farmer. Motion carried.

Secretary - Motion by Sally Farmer to appoint Tony Mike as Secretary. Second by Greg Prowant. Motion carried.

B. Committee Assignments:

Subdivision Committee: Susan Benfer, Alan Zeigler, Jim Murphy, Tony Mike, Don Bowman (Alternate)

Personnel Committee: Sally Farmer, Tony Mike, Greg Prowant, Don Bowman (Alternate)

Transportation Committee: Ben Ranck, Greg Prowant, Sally Farmer, Tony Mike (Alternate)

C. Appointment of UCPC Solicitor: There was a motion by Tony Mike to retain Ax Runkle (Atty.Beau Hoffman) as our Solicitor. Second by Greg Prowant. Motion carried.

D. Appointment of UCPC Engineer: There was a motion by Sally Farmer to retain LIVIC as our engineer and Penn Core Consulting as our alternate. Second by Tony Mike. Motion carried.

**III. Approval of Minutes:**

Being no additions or corrections to the minutes there was a motion by Ben Ranck second by Tony Mike to approve the December 9, 2019 meeting minutes as mailed. Motion carried.

**IV. Committee Reports:**

A. Subdivision Report – December 2019

Commission Actions

William and Bonnie Pontius – West Buffalo Twp.

This plan was approved in January 2016 however was never recorded, therefore the plan is being resubmitted for approval. Nothing on the plan has changed from the previous approval. There was a motion by Tony Mike to grant conditional plan pending the plan being notarized. Second by Ben Ranck. Motion carried.

Staff Actions

1. Harry Zimmerman/Edwin Hoover – Hartley Twp., (2 lots), agr., 1.67/3.34 acs., add-on, final.

Municipal Reviews

2. Paul Lapp – Buffalo Twp., (1 lot), comm., 3.84 acs., final, land development.
3. Country Cupboard (1 lot), comm., 19.1 acs., lot consolidation.

There was a motion by Ben Ranck to ratify staff actions and municipal reviews. Second by Greg Prowant. Motion carried.

**V. Correspondence and Information:**

None

**VI. Director's Report:**

Mr. McLaughlin reported he has been attending the commissioner's work sessions and the board meetings twice a month; recently attended the Penn State Transportation Research conference and served on the presentation panel related to County bridges and infrastructure; attended FOCUS Central PA board meeting; conducted a site tour of Great Stream Commons; attended Union County Trail Authority board meeting; worked with county finance director on the county budget that was adopted; had a conference call with Tioga County about their hotel tax; met with Kelly Township Supervisors on potential future funding for various improvements; working with new county commissioners to get them up to speed with everything.

**VII. Old Business:**

None

**VIII. New Business:**

We have the Annual Report that is due March 1<sup>st</sup>. We will see if Eric Nyerges, Director of the Conservation District will be available to join us for our February meeting to discuss the Chesapeake Bay program.

**IX. Public Comment:**

None

**X. Adjournment:**

There was a motion by Tony Mike second by Sally Farmer to adjourn the meeting at 5.25 pm.

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Anthony Mike, Secretary

\_\_\_\_\_  
Date