

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**June 22, 2023**  
**MIFFLIN COUNTY COURTHOUSE**

**ATTENDANCE**

**Members**

Kent Spicher, Chair  
Dan Dunmire, Vice Chair  
Michele Bair, Secretary  
William Campbell  
Joshua Yetter Clark  
Daniel Firth  
Tom Lake  
Dave Pennebaker  
Kay Semler

**Other**

Ted Reed – Wayne Township  
Mary Ellen Reed – Wayne Township  
Chastity Fultz - CDBG  
Madison Price - CDBG  
Tiffany Brought - CDBG  
Rob Postal – Commissioner

**Staff**

Carrienne Love, Planning Director

**Call to Order**

Chair Spicher called the meeting to order at 3:30 p.m.

**Record of Public Attendance**

Spicher confirmed all present signed the record of attendance.

**Approval of Meeting Minutes**

Spicher requested a motion to approve the minutes from the May meeting. A motion was made by Mrs. Semler to accept the minutes. The motion was seconded by Mr. Campbell. All members voted aye.

**Public Comment**

Spicher acknowledged there was no public comment.

**CDBG Report**

Chastity Fultz gave a description of CDBG (Community Development Block Grant Program) and who is eligible for funding. She stated the allocation for 2023 is \$223,208 of which \$183,031 goes to projects and \$40,177 goes for administrative costs. In order for a project to be eligible it must meet one of the following national objectives: (1) 70% of activities must primarily benefit low-to-moderate income persons, (2) there is a removal of slum/blight, (3) it must meet a particular urgency. There are many types of projects, some of them being: water and sewer line replacement and improvements, housing rehabilitation, construction of affordable houses, street improvements, clearance and demolition of properties. If any of the activities result in displacement of anyone the county or OBO (on behalf of) is responsible for replacing all housing units that may be demolished and have used CDBG funds. Every effort is used to avoid displacement and relocation. Fultz stated a second public hearing and adoption of cumulative resolution for the county and all OBOs will be held on October 5<sup>th</sup> @ 9:00 am. All chosen projects will be announced at this hearing. Competitive applications

will also be accepted with a minimum request of \$100,000 and no maximum. Applications are due to DCED by February 2024. All citizens are encouraged to offer comments concerning community development activities. Fultz introduced Ted and Mary Ellen Reed from Wayne Township. Reed gave an overview of the Wayne Township project that is being applied for. The project consists of replacing all of the water usage meters currently owned by the water authority. The meters will be moved into meter pits next to the curb stops. The benefits of having meters at curbside is for efficiency of reading the (drive-by) meters, finding any leaks when there is a higher-than-normal meter reading, being able to bill the customer for the excessive water loss so they are motivated to fix the issue immediately and ultimately being able to keep rates as low as possible for the customers. This area is known as the Shaverville Circle and the Methodist Campground area. The area has qualified for CDBG funding in the past due to low income for a new sewage system. There has not been much change since the last survey was taken. Reed suggested the project could be cut in half and it would still be a big help. Reed stated there are a number of maintenance issues with the current meters and provided a handout which included a narrative, the project application, cost estimate, map of the area, and pictures of the conditions of the current meters. Fultz stated they will submit the application, if it qualifies, they will proceed and continue the process for the project.

### **Subdivision and Land Development Review Committee Report**

There were Nine (9) plans submitted to the committee for review from June.

Nine (9) plans are under Municipal Ordinance. Five (5) Minor Subdivisions, Three (3) Lot Additions, One (1) Minor Residential Land Development.

The plans are for Wendy's Restaurant (Granville Township), Paul & Kristine Baker (Granville Township), Craig Bitner (Armagh Township), VFW Memorial Post 7011 (Borough of Lewistown), Joseph Sheetz, Jr. (Armagh Township), James & Kathy Hostetler (Granville Township), Louie & Lomie Peachey (Menno Township), Emanuel Byler (Menno Township), Emerson & Sandra Peachey (Menno Township).

### **Municipal Subdivision Plans**

The committee members previously reviewed the plans. Director Love went over the plan for Wendy's. There are a number of concerns with this plan. They have not obtained a HOP permit, there may be an issue with traffic flow and visibility, there is a recommendation for sidewalk inclusion, earth disturbance is just over one acre which would require a NPDES permit, and mapping needs to be updated. Love stated this was a very thorough & detailed plan. The Baker plan was discussed and is fairly simple other than the right-of-way which does not have a written agreement. A question was raised about financing and Campbell stated it would not be financed without a written ROW and maintenance agreement. The Peachey plan has a private drive set up at both ends of the property. Bill Wright is looking into it and will provide some pictures for further consideration. There was also a question whether the property is under a current DEP open pit mining permit? The comment will be included on the review letter.

Spicher requested a motion to approve the plans under municipal ordinance with the comments. Dunmire made a motion to approve the plans with the inclusion of the additional comments for the Peachey plan and the Baker plan. The motion was seconded by Semler. All members voted aye.

### **Project Updates**

Director Love ask the members if they are interested in reviewing county notification letters, i.e. Penelec installing new wires along the ROW. They declined unless it is something significant and relevant to plans they are reviewing.

Bids for the Juniata River Trail will be opening on June 30<sup>th</sup> @ 11:00am.

Commissioners would like to open up ACT 13 via a sub-committee. Love ask for volunteers for the sub-committee or references of possibly interested persons.

Hazard Mitigation Plan will be presented to the Commissioners in July

Work will begin on the Comprehensive Plan – subcommittee needs to be formed, collect public input, presentation of plan, review sections of the plan, possible consultant involvement

**Other Business**

Next meeting will be July 27, 2023.

**Adjournment**

Spicher announced a motion to adjourn the meeting. Meeting was adjourned at 4:40 pm.

**Minutes Approved**

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Secretary Signature

Date