

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**April 25, 2024**  
**MIFFLIN COUNTY COURTHOUSE**

**ATTENDANCE**

Members

Dave Dunmire, Vice Chair  
David Pennebaker  
Joshua Yetter Clark  
Kay Semler  
Michele Bair  
Thomas Lake  
William Campbell

Other

Katherine Wyrosdick, Michael Baker International  
Troy Truax, Michael Baker International  
Dan Bowling, Mackin Engineer & Consultants  
Jeff Raykes, Mackin Engineer & Consultants  
Mark Lazzari, EADS Group  
Lucas Parkes, EADS Group  
Timothy Staub, HRG

Staff

James Lettiere, Planning Director  
Candace Rager, Planning Secretary

**Call to Order**

Vice Chair Dunmire called the meeting to order at 3:33 p.m.

**Record of Public Attendance**

Dunmire confirmed all present signed the record of attendance.

**Approval of Meeting Minutes**

Dunmire requested a motion to approve the minutes from the March 28, 2024 meeting. Campbell made a motion to approve the minutes. The motion was seconded by Clark. All members voted aye.

**Public Comment**

No public comment was given.

**Request for Proposals-Mifflin County Comprehensive Plan Update Consultant Presentations**

The planning commission members reviewed and ranked four consultant presentations for the Mifflin County Comprehensive Plan Update. Each firm presented their company history, experience, project examples, public outreach approach, project personnel with their experience, preliminary timeline, and a current cost proposal. Lettiere and the members discussed the presentations and gave their ideas for ranking the consultants. A motion was requested by Dunmire to accept the ranking order decided upon. A motion was given by Campbell and seconded by Pennebaker. The consultants were ranked in the following order:

**Michael Baker International, Inc.** represented by Katherine Wyrosdick, AICP and Troy Truax, AICP. (#1)

**Mackin Engineers & Consultants** represented by Dan Bowling & Jeff Raykes, DED., AICP (#2)

**The EADS Group** represented by Mark Lazzari, Project Manager & Lucas Parkes, Project Engineer (#3)

**HRG (Herbert, Rowland & Grubic, Inc.)** represented by Timothy Staub, AICP (#4)

There is a PowerPoint presentation printout from each consulting firm included and available with the April 2024 MCPC meeting minutes. The consultant firm ranking and information will be forwarded to the commissioners for their review and approval at their May 21, 2024 meeting.

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

There are a total of ten (10) plans submitted for April.

- Seven (7) Wright Land Surveying, one (1) Meck-Tech, Inc., One (1) PennTerra Engineering, Inc., one (1) Charles M. Colony
- Ten (10) plans are under municipal ordinance.
- Four (4) lot additions, one (1) minor subdivision/non-residential land development, one (1) lot minor land development, three (3) minor subdivisions, one (1) minor residential land development.

The plans are for Take 5 Oil Change (Granville Township), Belleville Storage, John Smoker (Union Township), Ivan & Elsie Kauffman (Menno/Union Township), Nancy Hostetler (Armagh Township), Travis & Faith Brehman (Decatur Township), Stephen & Kristen Alexander (Derry Township), Christie & Verda Peight (Oliver Township), Richard & Helen Harshbarger (Oliver Township), Sylvanus & Ida Peachey (Union Township).

### **Municipal Subdivision Plans**

The committee members reviewed four (4) of the ten (10) submitted plans. Lettiere did not go over any details of the projects but requested the planning committee members allow for the remainder of the plans to be completed by the 30-day allowance, which is May 1<sup>st</sup>, 2024. Dunmire ask for a motion for the extension. Pennebaker made a motion and Campbell seconded it. All voted aye. Semler ask for a correction of a date in the Take 5 Oil review letter. The members gave approval of the comments for the four plans reviewed, for the correction, and permission for the balance of plans to be completed by the 30-day allowance.

### **Project Updates**

Juniata River Trail Phase II is projected to be completed by June 2024.

The Allensville Streetscape project is scheduled for a meeting on May 22<sup>nd</sup>, 2024.

