

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
January 23, 2025
MIFFLIN COUNTY COURTHOUSE

ATTENDANCE

Members

Dan Dunmire, Vice Chair
Joshua Yetter Clark
Kay Semler
Tom Lake
William Campbell
Michele Bair, Secretary (via zoom)

Other

Rob Postal, Commissioner
Sierra Bolger, Lewistown Sentinel

Staff

James Lettiere, Planning Director
Candace Rager, Planning Secretary

Call to Order

Vice Chair Dunmire called the meeting to order at 3:30 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 December 19, 2024 meeting. Semler made a motion to approve the minutes. Campbell seconded the motion. All members voted aye.

Public Comment

No public comment was given.

Annual Organization/Nominations Re-Appointments of MCPC members

Per the MCPC by-laws, Article VI Section I, the members held an annual organizational meeting. Dunmire requested nominations for the offices of Chair, Vice Chair and Secretary. Kent Spicher -Chair, Dan Dunmire – Vice Chair, Michele Bair – Secretary were nominated by Semler. The nominations were seconded by Lake. All voted aye.

Lettiere announced re-appointments approved by the county commissioners for Dan Dunmire, Dan Firth, and Kay Semler on January 2, 2025. Their terms will expire on December 31, 2028.

Subdivision and Land Development Review Committee Report

There are a total of four (4) plans submitted for January.

- Four (4) Wright Land Surveying
- Three (3) are under municipal ordinance, one (1) under county ordinance
- Two (2) Minor Subdivisions, one (1) Lot Line Adjustment, one (1) Sewage Module

The plans are for Ronald Crosson (Bratton Township), Jonathan & Janina Kurtz (Menno Township), Jonathan & Sylvia Peachey/William & Beth White (Oliver Township), John & Salina Kanagy (Union Township - County).

Municipal Subdivision Plans

The committee members reviewed the four submitted plans prior to the meeting. Director Lettiere stated the plans were straight forward and requested any suggestions or comments be made.

Dunmire made a request to approve the comments as stated for the three municipal plans. Clark made a motion to accept the comments. Campbell seconded the motion. All voted aye. Dunmire made a request that the comments for the sewage module (county plan) be approved. Lake made a motion to accept the comments. Clark seconded the motion. All voted aye.

Project Updates

Director Lettiere stated the commissioners gave approval to proceed with the third phase of the Juniata River Trail. The new section will run from the border of Lewistown Borough, Granville Township, to the parking lot area of Lowes. Lettiere also said there will be six new signs installed around the phase two portion of the trail.

A meeting with the Menno Township Supervisors, PennDOT, and SEDA COG was recently held with the county consultants, Delta Development Group, regarding traffic safety improvements and acquiring grant funding. There was further discussion for steps needed to move the project forward.

Other Business

A copy of the Decatur Township Ordinance #2024 was reviewed, along with a draft letter regarding the establishment of setback requirements for buildings and structures. Clark questioned the accuracy of the footage amount in the Setback Requirements, Section 4 (A). Lettiere stated he would research as to whether it is accurate and offer a correction, if needed. Dunmire requested a motion to adopt the ordinance and letter. Clark made a motion. Campbell seconded the motion. All voted aye.

A 2024 member attendance sheet was provided and the by-laws were discussed. Lettiere requested the members review the by-laws and give any suggestions for amendments. He gave a recommendation for the alternate member position to be eliminated. The by-laws will be revisited at the March 2025 meeting.

Lettiere presented ideas regarding compensation for the efforts of the planning commission members. After discussion, Dunmire requested a motion for the members to receive \$25 per diem for each meeting they attend. Semler made a motion and Lake seconded it. All voted aye. This will be presented to the commissioners for approval. The \$25 per diem will also apply to the review committee members. The fee will be paid bi-annually.

Next MCPC meeting will be February 27, 2025.

Adjournment

Dunmire announced the meeting adjourned at 4:10 pm.

Minutes Approved

Signature

Date