



Venango County Regional Planning Commission

*Bringing our county's future
into the present.*

Phone: (814) 432-9689
Fax: (814) 432-9679
www.venangocountypa.gov/Planning

1168 Liberty Street
P.O. Box 831
Franklin, PA 16323

Board Meeting Minutes February 2025

I. **CALL TO ORDER** – Monthly board meeting called to order by Greg Miller, at 4:30 PM.

II. **ROLL CALL** – Those present at the public meeting of the Venango County Regional Planning Commission on 02/18/2025, held in-person at 1174 Elk Street (Courthouse Annex) in Room 100, Franklin PA :

Members Present:

- | | |
|--|--|
| ☒ Greg Miller (Chair) | ☒ John Neidich |
| ☒ Tracy Jamieson (Vice-Chair I) | ☐ Sue Smith - Excused |
| ☒ Jim Miller (Vice-Chair II) | ☐ Ben Porter - Excused |
| ☒ John McClelland (Vice-Chair III) | ☒ Glenn Speer |
| ☒ Larry Baughman | ☒ Megan Weber |
| ☒ Ken Bryan | ☒ Amy Whitehill |
| ☒ Anita Fuchs | ☒ Keith Klingler |

Staff Present:

- ☐ Hilary Buchanan
- ☒ Erik Johnson
- ☒ Joshua Sterling
- ☒ Alexandria Shreffler
- ☒ Jenna Dillion
- ☒ Jason Dillion

Guests Present (List):

- Kara O'Neil, *The Derrick*
- Rodney A. Bedow Sr., *Landowner*
- Sam Breene, *Commissioner*
- Jesse Bish, *PA Game Commission*
- Timothy Haydt, *PA Game Commission*
- David Gustafson, *PA Game Commission*

Quorum Present: ☒ Yes ☐ No

The attendance of 13 board members (of the 15 current appointees) was accounted for by Joshua Sterling.

III. APPROVAL OF MINUTES

a. 01/21/2025 Regular Meeting Minutes

- ✓ Motion to approve the minutes made by Frank Pankratz, seconded by Keith Klingler. All approved.

IV. PUBLIC COMMENTS ON AGENDA ITEMS

- Keith Klingler, Board Member – asked if meeting minutes from a past meeting had been corrected or amended. He said a question posed by then-board member Rod Bedow was incorrect in the minutes in question, and that Bedow had requested a correction. Staff and board members advised that Bedow had initially asked for a correction to be made to those minutes, but he then later verbally retracted the correction request. Staff responded that they would research the process of amending approved meeting minutes.

V. SUBDIVISIONS AND LAND DEVELOPMENTS – None

VI. EXECUTIVE DIRECTOR AND STAFF REPORTS

- **Executive Director**, Hilary Buchanan – was excused from the meeting.
- **Deputy Director & Recycling Coordinator**, Erik Johnson – Reported that he's continued monitoring the performance of the new furnace, at the Recycling Center. He said there was an issue with the newly installed LED lights tripping the breaker. Johnson spoke to Snyder Electric about the issue, explaining that the new lights appeared to be over the capacity of the breaker. Snyder agreed to install a new breaker unit to solve the issue. Johnson also said he'd been utilizing the Airport's pickup truck/plow for snow removal. He also reported that Best Printing, of Oil City, produced the new HHW event magnets. Johnson said he's delivered the informational magnets to some municipalities, and plans to deliver the rest at an upcoming COG meeting. He said dates for this year's HHW event are March 1, May 31, Aug. 2, and Nov. 1. A tire collection event is scheduled for May 17. Johnson added that he is awaiting request for reimbursement to DEP, in the amount of \$111,254.60; and is also awaiting response from a consultant regarding finalization of a solid waste and recycling plan. He said, in the meantime, he compiling a disbursement request to DEP for costs related to this plan, from 2023-24, wherein the state pays for 80 percent of the County's financial burden to update this 10-year plan. Johnson added that he assisted Sonja Hawkins, of Oil City, whom is helping a Franklin church submit a request for a grant through the DEP Food Recovery Program.
- **Planning & Recycling Assistant**, Jason Dillion – Told the board he has stayed busy at the recycling center, which he said had been running smoothly. He added that home inspections have been paused while the Housing Rehabilitation Program awaits further grant funding.

- **Community Development Planner, Joshua Sterling** – Reported that most CDBG activity is paused until the construction season gets back underway after winter. He said one home rehabilitation project was recently completed, and another is under contract to commence when the winter weather breaks. Sterling added that he has four grant applications in the works. A new HOME grant has been awarded, in the amount of \$750,000 for home rehab projects in Oil City and Franklin. He said a new PHARE grant in the amount of \$750,000 applied for in November is currently under review. He said two other grants were recently applied for to help offset the cost of an upcoming \$2.2 million project to replace the Courthouse roof. Sterling said he applied for a Save America's Treasures grant, in the amount of \$750,000, which has been received by the National Park Service; another \$100,000 grant was applied for through the Pennsylvania Historic and Museum Commission's Historic Preservation Construction grants program.
- **Geospatial Analyst, Alex Shreffler** – reported that the floodplain management audit was ongoing, and that the goal was to have all notification letters for violations sent before May 2025. Planning Commission Staff would also start working on our annual report, and she requested any feedback or content for the report to be received soon for inclusion in the report.
- **Land Use Planner, Jenna Dillion** – reported that the office had recently completed review of a draft Zoning Ordinance for Cornplanter Township. The draft includes provisions for renewable energy. There are no land developments currently in review with the County's engineering firm.

VII. SPECIAL PURPOSE MATTERS

- a. **PA Game Commission Meeting** – Representatives of the Pennsylvania Game Commission were present to answer questions of the Board regarding Land Acquisition and the No Net Loss resolution adopted recently by the County. They shared information about the mission of the PA Game Commission, the method of prioritizing land acquisition projects, and how their organization is funded. No action was taken regarding this matter.

VIII. OFFICERS AND COMMITTEE REPORTS

- a. **COG Representatives** – Report was given by Greg Miller. The January Council of Governments (COG) meeting had been cancelled and a workshop was instead held on 01/23/2025 to discuss preparations for group bidding. The Annual Spring Dinner will be held on 03/29/2025 at Sandycreek Volunteer Fire Department starting at 5:30 PM for registration and a 6:00 PM dinner.

IX. PUBLIC COMMENT – GENERAL

- None

X. ADJOURNMENT

- ✓ Motion to adjourn by Tracy Jamieson , seconded by Frank Pankratz at 5:25 PM.

Respectfully submitted,

Alexandria Shreffler, Geospatial Analyst