



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 September 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 09/16/2025, held in-person at 1174 Elk Street (Courthouse Annex) in Room 100, Franklin PA :

Members Present:

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

Staff Present:

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

Guests Present (List):

Kara O'Neil, The Derrick

Quorum Present: ☒ Yes ☐ No

The attendance of 12 board members (of the 14 current appointees) was accounted for by Jenna Dillion.

III. APPROVAL OF MINUTES

- a. 07/15/2025 Regular Meeting Minutes
✓ Motion to approve the minutes made by Tracy Jamieson, seconded by Frank Pankratz. All approved.

IV. PUBLIC COMMENTS ON AGENDA ITEMS

- None.

V. SUBDIVISIONS AND LAND DEVELOPMENTS - Jenna Dillion gave the report as Land Use Planner.

- a. Storage Place, Rouseville Borough – This is an additional storage unit land development that has been submitted by the developer which lies on a separate parcel than the existing unit. Stormwater is reviewed separately from the previous unit but is still just a small project application. Screening is present on the plans and there are no floodplain concerns. No waivers have been requested. Recommend conditional approval pending conditions listed on the memo – Submission of Performance Bond, Recording Fee, six (6) fully executed Plans, and Zoning Approval. Developer has received zoning approval since the memo was sent out so that item is satisfied. Greg Miller asked if there is American Disabilities Act (ADA) requirements on the plans and Jenna Dillion confirmed there was.
✓ Motion to approve with conditions made by Larry Baughman, seconded by Jim Miller. All approved.

VI. EXECUTIVE DIRECTOR AND STAFF REPORTS

- a. Introduction of new Executive Director, Joshua Sterling – Erik Johnson introduced Josh Sterling as new Executive Director effective immediately. Josh Sterling gave a brief background on his history in planning and his goals for the future.
- **Executive Director, Joshua Sterling** – Provide a thorough update of the Home Rehab program. Reported 3 homes are currently in the intake phase, 3 homes in the inspection phase and 4 homes that just recently went out to bid. Unfortunately, two of the 4 homes bid exceeded the newly implemented threshold of \$150K cap on project cost. Additionally, there are 2 Rehab projects (one in Cranberry/one in Oil City) that are wrapping up on final completion.
- **Deputy Director & Recycling Coordinator, Erik Johnson** – Advised the last HHW event of the season is coming up on Nov. 1. Additionally, Snyder Electric has completed work on raising the electrical wire hanging down in the lot to give clearance for Tractor Trailers in the future for the tire collection process. With regards to an continued increase in Commercial Cardboard – PMP Printing has started to utilize the facility to divert their material. A

reimbursement for the first two quarters of the HHW collections has been received by the county in the amount of \$9615. Finally, the County Solid Waste Management Plan has been in review with DEP for almost a year without comment – the consultant has sent a correspondence to the State advises the County intends go out for public comment/approve as soon as possible.

- **Planning & Recycling Assistant, Jason Dillion** – Reported the HHW event appears to be filling up (due to the volume of calls received about registering for the collection) and that material continues to come in at the Recycling Center, especially and increase in cardboard. Provided an update on inspections for rehab program and added that there is an increase in contractors bidding on the projects recently.
- **Geospatial Analyst, Alex Shreffler** – excused from the meeting.
- **Land Use Planner, Jenna Dillion** – Provided the up to date report on subdivisions completed thus far this year. With regards to land developments, the two solar projects via Cultivate Power LLC (Jackson & Oakland Twps.) are currently in review with the engineer. Additionally, there are two developments in Oil City (Tycoon Saloon & Pathways) with the county engineer. Finally, the County received correspondence from the Sportsman Solar Project in Sugarcreek Borough, that they are not moving forward with the project.

VII. SPECIAL PURPOSE MATTERS

- a. Annual Report – The final printed copy of the 2024 Annual Report was presented to the board.
- b. No Net Loss Policy Review – Jenna Dillion presented the County’s Resolution #2024-08 and Comprehensive Plan language to the Board per the request at the last meeting for discussion on this topic.
- c. Review of Policy for Notices to Planning Staff – Planning now sends any formal notices/permits/etc. that it receives in the office to the Commissioner’s Office to establish continuity in information received by County departments. Jenna Dillion also presented Planning’s protocol for providing Letter’s of Support to entities asking for these from the County. This process includes submitting these requests to the Board of Commissioners for final approval.

VIII. OFFICERS AND COMMITTEE REPORTS

- a. Council of Governments (COG) Representatives – Report was given by Greg Miller. COG met on August 21st at Cornplanter, at the State Park. The Venango Conservation District was in attendance and spoke about Stormwater Management. Greg Miller reported the next meeting is in Franklin at City Hall on September 18th and that the Association of Township Officials Annual Meeting is coming up on September 24th at the Oakland Firehall.

IX. PUBLIC COMMENT – GENERAL

- None

X. ADJOURNMENT

- ✓ Motion to adjourn by Glenn Speer, seconded by Tracy Jamieson at 5:30 PM.

Respectfully submitted,

Erik Johnson, Dept. Director/Recycling Facility Manager