



Venango County Regional Planning Commission

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

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Board Meeting Minutes April 2026

- I. **CALL TO ORDER** – Monthly board meeting called to order by Jim Miller, at 4:31 PM.
- II. **ROLL CALL** – Those present at the public meeting of the Venango County Regional Planning Commission on 04/21/2026, held in-person at 1174 Elk Street (Courthouse Annex) in Room 100, Franklin PA :

Members Present:

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

Staff Present:

- ☒ Joshua Sterling
- ☒ Jenna Dillion
- ☒ Alexandria Shreffler

Guests Present (List):

- John Elder, *Resident*
- Sam Breene, *Venango County*
- Tim Heffernan, *Venango County*

A quorum of 14 board members (a majority of the 15 current appointees) was present.

III. APPROVAL OF MINUTES

- a. 02/17/2026 Regular Meeting Minutes

✓ Motion to approve the minutes made by Larry Baughman, second by Ken Bryan. All approved.

IV. PUBLIC COMMENTS ON AGENDA ITEMS – None

V. SPECIAL PURPOSE MATTERS – None

VI. EXECUTIVE DIRECTOR AND STAFF REPORTS

- **Executive Director, Joshua Sterling** – provided information on the status of several grant programs administered by the Commission.
- **Deputy Director, Jenna Dillion** – shared that she had recently met with Sandycreek Township representatives to discuss their Subdivision and Land Development Ordinance (SALDO) and logistics for delegating review of SALDO plans by adopting the County SALDO. There had also been several requests for letters to support for projects seeking grant funding, including Venango County Public Safety Radios, Oil City Civic Center National Transit Building Renovations, and the Northern Venango County Comprehensive Plan. There were two (2) land developments in review, and two (2) which had been granted conditional approval from the Board. There were thirty-six (36) stormwater applications reviewed and approved.
- **Geospatial Analyst, Alex Shreffler** – provided an update on the status of the fee schedule recommended by the Board, which had been under review by the Commissioners and more information was being gathered. She shared ongoing Staff discussions regarding logistics for seeking grant funding to update the County's Stormwater Management Plan adopted in 2015. Last week she attended the Pennsylvania Geographic Information Systems (PA GIS) Conference and learned about projects undertaken in the region to engage the public with more accessible permitting, data, and tools to educate on regulatory programs.

VII. SUBDIVISIONS AND LAND DEVELOPMENTS – None

VIII. OFFICERS AND COMMITTEE REPORTS

- a. **COG Representatives** – Report was given by Ben Porter. The last Council of Governments (COG) meeting was held on April 16, 2026. The next meeting will be held on May 21, 2026 at the Clintonville Grace United Methodist Church.

IX. PUBLIC COMMENT (GENERAL)

- John Elder, Resident – presented a formal complaint to the Board regarding a land development and safety violation at a location in Cornplanter Township near his residence. The Resident provided detailed information

regarding the points of concern pertaining to the development of the site and lack of appropriate permitting. The Staff and Board acknowledged the complaint and agreed to assist with follow-up.

- Nick Melnick, *Cornplanter Township Planning Commission* – shared information about proposed changes to the Pennsylvania Sewage Facilities Act 537, currently under Sewage Advisory Committee review. He had advised the municipalities to consider providing comment to address the increase in administrative burden expected by the draft changes as currently proposed.
- Keith Klingler, *Oil Creek Township Supervisor* – notified the Board of a request of the Planning Commission to support a land acquisition project seeking combination funding for conservation, stewardship, and public access for recreation. He expressed opposition to the project and suggested drafting a letter of opposition due to suspicious business practices. The Board discussed the project's inconsistency with the provisions of the Comprehensive Plan and the County's No-Net-Loss resolution. The Venango County Commissioners in attendance discussed the possibility of sending a letter to address this concern.

X. ADJOURNMENT

- ✓ Motion to adjourn by Frank Pankratz , seconded by Ken Bryan at 5:18 PM.

Respectfully submitted,

Alexandria Shreffler, Geospatial Analyst