

**Venango County Regional Planning Commission  
Minutes  
Meeting November 23, 2013**

Those present at the public meeting of the Venango County Regional Planning Commission held at Two Mile Run County Park Nature Lodge, 11:00 AM.

**Present:**

Debbra Kapp – Oakland Township Citizen  
Dave Owens – Polk Borough Council  
Barb Crudo – Mayor, City of Oil City  
Keith Klingler - Oil Creek Township Citizen  
Bob Cross – Oil City Controller  
Garnet Wood – Franklin City Council  
Rodney Gladd – Clintonville Borough Council

**Guests:**

Maria Dreese - CCCD  
Marilyn Black – Oil Region Alliance  
Gary Johnson – Barkeyville Boro.  
Lance Bowes – VCCD  
Mike Grill – Const. Code Insp.

**Excused:**

Willis Thomas - City of Oil City Citizen  
Nick Melnick – Cornplanter Township Citizen  
Ken Garland – Victory Township Citizen  
Mike Swatzler – Venango Conservation District  
Fred Krizinsky – Mineral Township Supervisor

**Staff Present:**

Jason Ruggiero  
Phil Gryskewicz  
Erik Johnson  
Judith Barrett  
Kevin Brett  
(County Engineer)

**Absent:**

Bill Flockerzi – Oakland Township Supervisor

Monthly board meeting called to order by Bob Cross at 11:18 PM.

A majority was present for the meeting. The attendance of 7 board members(of the 13 remaining) was accounted for by Erik Johnson.

**Approval of Minutes**

Debb Kapp made a motion to approve the minutes from Oct. 15th regular meeting; seconded by Keith Klingler; so moved.

**PUBLIC COMMENT ON AGENDA ITEMS**

- Robert Cross addressed the issue of nominations. He advised the nominating met and all the officers agreed to serve for another year.

## **SPECIAL PURPOSE MATTERS**

- Phil Gryskewicz updated the board on the upcoming FEMA Floodplain Management agreements that the municipalities are signing with the County to help administer their floodplain. He advised 6 municipalities have signed an agreement with the County at this point. He stated this agreement is for administration purposes only and that any enforcement will need to be handled by the municipality. He is scheduled to go for additional floodplain training in March 2014 at Penn State University.
- Judy Barrett updated the board on issues regarding the current census data. She advised on the whole the new data is confusing and that there is problems disseminating some of the available income data specifically. She stated Northwest Regional Planning Commission may attempt to provide some training on the new census data. She advised that CDBG is heavily dependent on census data for low/moderate income determination and that some/most of that income data is not even available.

## **SUBDIVISION AND LAND DEVELOPMENT**

- Jason Ruggiero presented the James Lovett minor subdivision to the board. He advised Mr. Lovett is requesting a waiver to ignore minimum lot size and minimum lot width. He stated the Plan Review Committee met and reviewed this subdivision/waiver request. It was the committees recommendation that the waiver(as presented in the agenda memo briefing summary) not be granted to this subdivision. A motion was made by Garnet Wood to deny the waiver request, seconded by Keith Klingler; so moved.

## **OFFICER'S AND COMMITTEE REPORTS**

- Executive Committee – Bob Cross reported the nominating committee met and the officers agreed to serve another year. Keith Klingler made the motion to allow the current officers to continue in their positions on the board, seconded by Barb Crudo; so moved. Bob C. advised he spoke with the County Commissioners regarding the ability to allow Garnet Wood and Debra Kapp serve on the board passed the allotted two term maximum. It was his indication that this would most likely not be approved by the commissioners. He discussed starting the VCRPC meetings earlier in 2014, but, it was determined by most in attendance that the meetings should remain at 6:30 PM start time. He stated that the Planning Commission page on the County site is in dire need of updates to vital information regarding minutes, staff, etc. Erik Johnson advised he would email MIS to have the changes rendered.

- Plan Review Committee – Nothing further to report
- COG – Garnet Wood advised the COG met on November 14<sup>th</sup> and the floodplain management ordinance situation was discussed. He advised the Oil Region COG approved the floodplain management ordinance and appointed floodplain administrators for each of these municipalities.
- DEP Roundtable – Keith Klingler reported out on the recent meeting where there was discussion regarding wind farms in NW Pa. He also mentioned Titusville has posted an ad for a Utica Shale Planner with their redevelopment authority.

#### **STAFF REPORTS**

- Judy Barrett advised she had nothing further to report.
- Staff had nothing further to report.

#### **PUBLIC COMMENT - GENERAL**

- Debb Kapp wanted to personally thank the staff and board for their dedication and professionalism.

Motion to adjourn 11:57 AM was made by Keith Klingler, seconded by Dave Owens; so moved.

Respectfully Submitted,  
Erik Johnson