

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
June 26, 2025
MIFFLIN COUNTY COURTHOUSE

ATTENDANCE

Members

Kent Spicher, Chair
Dan Dunmire, Vice Chair
Daniel Firth
Joshua Yetter Clark
Michele Bair, Secretary (via zoom)
William Campbell

Other

Sierra Bolger, Lewistown Sentinel
Kevin Kodish, Commissioner

Staff

James Lettiere, Planning Director
Candace Rager, Planning Secretary

Call to Order

Chair Spicher called the meeting to order at 3:32 p.m.

Record of Public Attendance

Spicher confirmed all present signed the record of attendance.

Approval of Meeting Minutes

Spicher requested a motion to approve the minutes from the May 22, 2025 meeting. Clark made a motion to approve the minutes. Campbell seconded the motion. All members voted aye.

Public Comment

No public comment was given.

Subdivision and Land Development Review Committee Report

There are a total of seven (7) plans submitted for June.
Of those plans submitted:

- Three (3) Wright Land Surveying, Two (2) Sarge Engineering and Surveying, One (1) Taptich Engineering, One (1) Stahl-Sheaffer Engineering
- Seven (7) plans are under Municipal Ordinance and zero (0) plans under County Ordinance
- Two (2) Minor Subdivisions, Two (2) Minor Subdivision & Lot Additions, Two (2) Non-Residential Land Developments, and One (1) Sewage Module

The plans are for J. McCoy Estate (Armagh Township), Philips Reedsville 2024 Addition – Phase 2 (Armagh Township), Stormwater Management – E. Peachey (Brown Township), Robert & Terri Morris (Brown Township), Ryan Ford et al (Granville/Oliver Township), Michael & Gloria Sue Goss (Oliver Township), Roy & Agnes Groff (Oliver Township)

Municipal Subdivision Plans

The committee members reviewed the seven submitted plans on June 19, 2025. Director Lettiere stated there are three (3) plans that required edits. The Peachey-stormwater management plan (Brown Township) will require a manure management plan by the Pennsylvania Department of Environment Protection. The applicant should contact the Mifflin County Conservation District for compliance with this plan. Dunmire explained after reviewing the plan more thoroughly, it will only require a nutrient management plan not a manure management plan through the MC Conservation District. There were revisions made to the J. McCoy Estate (Armagh Township) and the Groff plan (Oliver Township) by Sarge Engineering after review comments were submitted. Spicher made a motion request for approval of the municipal comments. Dunmire made a motion to accept the comments including the amendment to the Peachey-Stormwater plan. Firth seconded the motion. All voted aye.

Project Updates

Lettiere stated the planning department is working on the annual report required under the PA-MPC. A draft will be presented to the members for review and then a final report to the commissioners.

There was a public open house on June 18th regarding the Comprehensive Plan in concert with the consultant, Michael Baker International. There were presentation materials provided. During July and August there will be one more PAC meeting and then a draft will be provided to the planning members. There will be a public hearing held and there will need to be a recommendation in the form of a motion and vote to adopt the plan. After the vote, the plan will be presented to the county commissioners for adoption via a resolution.

The Planning Department is partnering with the Mifflin County Academy of Science and Technology to provide training in the trades needed to become a certified contractor to work in the Mifflin County Whole Home and HOME programs. The Whole Home grant requires and provides \$9,961 towards the educational component of the trades training.

The Planning Department participated in a meeting with SEDA-COG and PennDOT regarding the county's bridge priorities for the 2027-30 Transportation Improvement Plan (TIP). This program is fiscally constrained involving SEDA-COG, PennDOT, and the Federal Highway Administration. The Bridge Capital Plan prepared by Keller Engineers was used as the basis to rank the priorities. There are several bridges within the county that qualify for rehabilitation or total replacement.

The Planning Department is assisting Armagh Township with potential funding to address safety concerns at the intersection of Hill Street and Old US Route 322, near the Milroy Veterans Memorial. Improvements may include lighting, signage, and pavement markings to prevent motorists from wrecking into the guardrail and memorial.

Based on the by-laws, Article IV notes in part, 'three consecutive absences without prior notification or failure to attend at least 50 percent of the regular meetings within a 12-month period shall be considered cause for termination of appointment and shall be reported to the county commissioners by the chairman for their action.' An action regarding David Pennebaker is necessary. Pennebaker has served on the planning commission since 8/15/2013. Lettiere suggested a proclamation acknowledging his service from the commissioners would be appropriate.

Other Business

The next MCPC meeting will be July 24, 2025.

Adjournment

Spicher announced the meeting adjourned at 4:00 pm.

Minutes Approved

Signature

Date