

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
July 24, 2025
MIFFLIN COUNTY COURTHOUSE

ATTENDANCE

Members

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

Other

Sierra Bolger, Lewistown Sentinel

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 June 26, 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 three (3) plans submitted for July.
Of those plans submitted:

- One (1) Wright Land Surveying, one (1) A to Z Land Consulting, one (1) Charles Colony
- Three (3) plans are under municipal ordinance and zero (0) plans under county ordinance
- Two (2) minor subdivisions, one (1) minor subdivision/lot addition

The plans are for Gap Brothers Holdings, LLC (Menno Township), Josiah & Annie Peachey (Menno Township), MIBA Builders LLC (Lewistown Borough)

Municipal Subdivision Plans

The committee members reviewed the three submitted plans on July 17, 2025. Director Lettiere stated there were no amendments to the comments for the plans submitted. Spicher requested a motion to accept the comments for the municipal plans. Dunmire made a motion to accept the comments. Semler seconded the motion. All voted aye.

Project Updates

Lettiere gave details regarding the PA Municipalities Code for principle solar energy systems (PSES). There is an amendment concerning regulations being proposed by Derry Township Planning Commission. He explained that the requirements for amending any zoning, conditional uses, or special exceptions, requires a 30-day opportunity for the planning commission to submit comments prior to the public hearing. Furthermore, land development is not defined in the township's zoning ordinance and a definition of PSES should be provided as well. A recommendation will be made for the township to discuss these details with their solicitor.

Governor Josh Shapiro, Secretary Rick Sigler, and Julie White, Executive Director of the PA Downtown Center visited several businesses in downtown Lewistown to make the announcement of the Main Street Matters designation granted to Lewistown Borough. This will provide investment incentives and grant funding for blight removal, exterior improvements, improving greenspace, and amenities. The effort was facilitated by Jim Zubler and the DLI Board.

An application was received from Edward Mann for interest in becoming a member of the MCPC. He would serve the remaining term for Dave Pennebaker, which ends December 31, 2025. According to the by-laws, vacancies in office will be filled by regular election procedure in the form of a vote. The application along with the planning boards recommendation will be forwarded on to the county commissioners for their action at the July 31, 2025 meeting. Spicher requested a motion to approve the application for submission to the commissioners. Lake made a motion and it was seconded by Dunmire. All voted aye.

There was a proclamation prepared which acknowledges Dave Pennebaker's volunteerism and service to Mifflin County as a planning commission member. This will be presented at the next commissioners meeting. A signed copy of the proclamation will be sent to Pennebaker.

Lettiere participated in a webinar concerning PennDOT's Transportation Alternative Set Aside grant program, derived from the Infrastructure Investment Jobs Act 2021. This grant cycle opened July 14, 2025. Draft applications are due in September, applications due in October, and construction timeline start will be in 2027. There is a soft cap of 1.5 million per project with a minimum construction cost of \$50,000. This will be a reimbursable grant program and covers 100% of construction costs. Other costs such as engineering design, pre-construction, right-of-way, acquisition utility environmental costs, will be paid by the project sponsor i.e., the county.

The most competitive applications are safety improvements for walking, safe routes to schools, bike and pedestrian lanes, education, conversion of abandoned railway corridors, overlooks, historic preservation, and stormwater management.

The Active Transportation Plan identifies Pilot Project B: SR 1005 Electric Avenue, S. Logan Boulevard, and Highland Park as a community connector corridor project. There are two schools, Geisinger Lewistown Hospital, Geisinger Cancer Treatment Center, dialysis center, several churches, Derry Township Park, restaurants, and businesses making this a project to include improving sidewalks, pedestrian crossings, dedicated bike lanes, traffic calming signage, wayfinding and access management. Dan Beyer from EADS Group will assist with a grant application, written by Delta Development. Preliminary cost estimates will be provided in the month of August.

Other Business

The next MCPC meeting will be August 28, 2025.

Adjournment

Spicher announced the meeting adjourned at 4:10 pm.

Minutes Approved

Signature

Date