

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**November 20, 2025**  
**MIFFLIN COUNTY COURTHOUSE**

**ATTENDANCE**

**Members**

Dan Dunmire, Vice Chair  
Dan Firth  
Joshua Yetter Clark  
Kay Semler  
Tom Lake (via zoom)  
William Campbell

**Other**

Steve Thomas, Michael Baker Int. (via zoom)  
Sierra Bolger, Lewistown Sentinel

**Staff**

James Lettiere, Planning Director  
Candace Rager, Planning Secretary

**Call to Order**

Vice Chair Dunmire called the meeting to order at 3:32.

**Record of Public Attendance**

Dunmire confirmed all present signed the record of attendance.

**Approval of Meeting Minutes**

Dunmire requested a motion to approve the minutes from the October 23, 2025 meeting. Campbell made a motion to approve the minutes. Clark seconded the motion. All members voted aye.

**Update on MC Comprehensive Plan 2035**

Steve Thomas, AICP, Project Manager, Michael Baker Int. joined the meeting virtually and presented the status of the MC Comprehensive Plan. Thomas stated there were some minor corrections made which included certain labeling and school district information. The plan is currently out for public comments with a deadline of December 1<sup>st</sup>. The planning commission approved making a motion to recommend the plan for final adoption by the Board of Commissioners on December 18<sup>th</sup>, following two public hearing ads scheduled for December 4<sup>th</sup> and 11<sup>th</sup> in the Lewistown Sentinel. Dunmire requested a motion to recommend the plan to move forward for approval from the commissioners. Firth made a motion and Campbell seconded it. All voted aye. Thomas expressed gratitude for the support during the planning process. The planning committee discussed revisiting the comprehensive plan annually to identify potential projects connected with the plan.

### **Public Comment**

No public comment was given.

### **Subdivision and Land Development Review Committee Report**

There are a total of eight (8) plans submitted for November.

Of those plans submitted:

- Five (5) Wright Land Surveying, two (2) Sarge Engineering, one (1) Taptich Engineering
- Six (6) plans are under municipal ordinance and two (2) plan is under county ordinance
- Four (4) Lot Additions, three (3) Minor Subdivisions, one (1) Sewage Module

The plans are for Zachary & Josie Hassinger (Armagh Township), Anna Mary Rittenhouse (Bratton Township), Samuel & Barbara Yoder (Brown Township), John Phillips, Jr. (Brown Township), J. Michael & Christy Ward (Granville Township), Mary Peachey & Benuel/Tena Swarey (Menno Township), Jeffrey & Jayme Spickler (Oliver Township), Clair Unruh & Rhonda Marker (Wayne Township)

### **Municipal Subdivision Plans**

The subdivision and land development review committee members reviewed the plans on November 13, 2025. Lettiere stated there were no major issues with the plans submitted under municipal ordinance and there was a minor revision made to the Unruh/Marker (Wayne Township) plan. There were no other questions or comments made for the submitted plans.

Dunmire made a request to conditionally approve the comments for the county plans and to accept the comments for the municipal plans. Clark made a motion to accept and Lake seconded it. All voted aye.

### **Project Updates**

Lettiere presented the Mifflin Moves Electric Avenue/HIGHLAND Park: Safe Routes to School Project during the SEDA-COG MPO Review Committee meeting on November 18<sup>th</sup>. There were 8 applications submitted for the TASA funding. Each application receives a ranking and will be voted on by SEDA-COG MPO on November 21, 2025. These recommendations will be sent to PennDOT for their review and funding action. Results will be announced in March/April 2026. A copy of the applicants and requested funding is included with the monthly meeting minutes.

Lettiere reported that last month the commission voted to create conditions for a settlement agreement with M and J Land Acquisitions and the solicitor was asked to include these into the agreement. The conditions were sent to the opposing counsel and now await their action and withdrawal of the land use appeal with the Court of Common Please. A copy of the agreement is included with the meeting minutes.

There is anticipation of a fully executed contract this month for the Safe Streets and Roads for All grant from the US-FHWA in the amount of \$356,458 plus county contribution of \$89,115 for the

creation of a county-wide comprehensive safety action plan. This plan will address disproportionate safety concerns for pedestrians and other non-motorized roadway users to move the county towards 0 deaths with a balanced transportation system that uses systemic and data driven solutions.

The West Railroad Bridge replacement project is continuing and utility relocations are occurring throughout next year. Projection for this bridge project is that it will be let out for bid in 2027 with construction in 2028.

The planning department is currently updating the bi-annual county directory. This has been a very useful document developed and used by our county offices and the public for a number of years.

There are by-laws provided in the packets for review and suggested action to amend as appropriate. Suggestions will be discussed and a vote taken at the December 18<sup>th</sup> meeting.

**Other Business**

The next MCPC meeting will be December 18, 2025.

**Adjournment**

Dunmire announced the meeting adjourned at 3:58 pm.

**Minutes Approved**

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Signature

Date