

MINUTES

WASHINGTON COUNTY PLANNING COMMISSION

August 2, 2023

Members Present:

Mr. William Kiehl
Dr. Leslie P. Midla

Staff:

Ms. Holly Dames
Mr. Vincent P. Ley, P.E.
Mr. Austin F. McDaniel

Public:

Ms. Lisa L. Cessna

The August 2nd, 2023 meeting of the Washington County Planning Commission Board Members was held at Washington County Planning Commission Conference Room, 100 West Beau Street, Suite 707, Washington, Pennsylvania 15301.

Mr. McDaniel opened the meeting at 4:50 p.m.

MINUTES

A motion to approve the June 7th minutes will be forward to the October 4th, 2023, Washington County Planning Commission Board Meeting, a quorum was not established.

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

1. Greenways Plan- DCNR -

Mr. McDaniel informed the Board on the status of the active Greenways Plan. WCPC, in conjunction with Mackin Engineering, updated the provided greenways maps and established a Table of Contents for the plan. WCPC met on June 12th to discuss the Greenways Status with DCNR's Ashley Shultz. WCPC has two active DCNR grants, which includes the Trail project at Cross Creek and the Greenways Plan which includes the Trail project at Cross Creek and the Greenways Plan which is due in 2024. DCNR log-in portals were assigned to Jason Theakston and Holly Dames for the purpose of providing and entering status reports for the active grants.

2. Municipal Solid Waste Plan - DEP -

Mr. McDaniel informed the Board on an update regarding the Municipal Solid Waste Plan. The WCPC has conducted data gathering and has updated roughly 1/3 of the plan's contents. The MSWP plan is due in 2024 and public stakeholder meetings will need to be held.

3. Park Updates -

a. Cross Creek Trail

Mr. Ley informed the Board that the trail was nearing completion and a final walk through was scheduled for October 5, 2023. The bid was awarded to Raffle Construction in the amount of \$1,170,370.

b. Mingo Park- Mingo Road and Mansion Hill Road (WC 2023 Paving)

Mr. Ley explained that a bid was awarded to Morgan Excavating in the amount of \$486,765. A concrete restroom for Mingo's old office area to be delivered and installed in October. A Shelter is to be delivered and installed in October/November.

c. Thompson Hill Shelter Project-

Mr. Ley informed the Board that a bid was awarded to A. Liberoni in the amount of \$2,072,924.58 for earthwork and drainage features, installation is continuing. Two concrete restrooms to be purchased and approved at the October Board of Commissioners' Meeting for the Thompson Hill Pavilion Area.

4. Bridge Updates -

a. Chartiers Creek Bridge No. 64 -

Mr. Ley explained that a design contact for Chartiers Creek Bridge No. 64 will be awarded in the near future.

- b. Chartiers Creek Bridge No. 53 -
 - i. Construction will be completed in August and opened to traffic.
- c. Chartiers Creek Bridge No. 58 - The bridge is in construction with opening date in November 2023.
- d. Chartiers Creek Bridge No. 30 - The bridge is in construction with opening date in mid-October.
- e. The bi-annual NBIS inspections are continuing with Dawood Engineering, Inc. for the 2023 calendar year.

NEW BUSINESS

1. Washington County Comprehensive Plan -

Mr. McDaniel explained the updated status of the Washington County Comprehensive Plan. The Draft Final Plan was dispersed to all stakeholders, municipalities, and school districts. A public meeting was held to gather any final additional thoughts and opinions regarding the Comprehensive Plan before entering the 45-day public comment period. At this time, WCPC is actively in a 45-day public comment period and the plan has been posted online for interested parties. On 6/14/2023, WCPC informed John Danvers the plan had been in the draft phase. WCPC will close out the grant and submit a final plan to DCED after public comment and adoption.

- Mr. McDaniel read the MPC Section 302 language to the Board

regarding the Washington County planning Agency holding one public meeting before forwarding the proposed comprehensive plan to the governing body.

- Dr. Leslie P. Midla recommended including a section regarding EMS and health service response times in respect to rural portions of Washington County.
- Mr. William Kiehl voted to forward the proposed Comprehensive Plan to the Governing Body contingent upon a consensus yes voted of the Board, Dr. Leslie P. Midla seconded. Mr. Ken Kulak and Mr. Joseph M. Manning voted "Yes" via email.

2. **Parks Master Plan Update**

Mr. McDaniel informed the Board that six proposals were received to update the Comprehensive Recreation, Park and Open Space Plan and Master Site Development Plans for Mingo Creek and Cross Creek County Parks in Washington County. Mr. McDaniel provided a memo to the Board. The attached memo was sent to the Commissioners regarding how to proceed with the RFP in respect to an absence of an Executive Director.

- ## 3. **Personnel Matters** - Planning Director Position - The WCPC Board was informed of the retirement by the Executive Director. Mr. McDaniel explained the position was advertised for two weeks and that applications

were due July 28th.

The Washington County Planning Commission staff informed the Board on the additional roles and responsibilities being undertaken.

- Mr. Ley - Commissioner Agenda Meetings.
- Ms. Dames - Fair Committee, Payroll and Dedicated signatory.
- Mr. Theakston - Point of contact for DCNR status reports.

Dr. Leslie P. Midla recommended updating job descriptions and the Washington County Planning Commissions roles. The structure/best use of the Department moving forward was discussed, as it was noted that the WCPC lost the responsibility of the airport over the past several years.

4. **Special Projects** - June and July - Dr. Leslie P. Midla asked a question regarding what the updated Courthouse Book consisted of. Mr. McDaniel responded that the updates were to reflect changes of the building and departments in the Courthouse building.

SUBDIVISIONS

Dr. Leslie P. Midla asked a question regarding a subdivision that was mentioned on the provided list. Mr. McDaniel responded with the location and details of the proposed subdivision. No quorum for vote.

OTHER

Next meeting - October 4th, 2023

ADJOURNMENT

Mr. McDaniel adjourned the meeting at 6:18, thanking everyone for their participation.