

PENNS VALLEY REGIONAL PLANNING COMMISSION
AGENDA
January 28, 2019 @ 7:00 P.M.
Old Gregg School Community Center, Room 106

2020 REORGANIZATION MEETING

CALL TO ORDER

INTRODUCTIONS

2019 Officers:	Chair	Bob Fox, (Penn) (2019)
	Vice Chair	Daryl Schafer (Haines) (2019)
	Treasurer	Chris Cooper (Centre Hall) (2018-2019)
	Secretary	Linda Marshall

See Page 2: Bylaws Articles VIII (Officers) and IX (Selection of Officers)

REGULAR MEETING

CALL TO ORDER

PUBLIC COMMENT

APPROVAL OF MEETING NOTES

Action: Consider and approve the November 18, 2019 Meeting Notes

Attachment: Draft November 18, 2019 Meeting Notes

TREASURER REPORT

Action: Consider and approve the January 2020 Treasurer's Report

Attachment: January 2020 Treasurer's Report

SECRETARY REPORT

REPORTS

- **Centre Hall Borough**
- **Gregg Township**
- **Haines Township**
- **Miles Township**
- **Millheim Borough**
- **Penn Township**
- **Potter Township**

OLD BUSINESS

- **Regional Comprehensive Plan-Public Facilities Chapter**

Staff will provide an update on the work completed to date.

Action: None

- **Regional Equipment Inventory**

In 2012, the Regional Planning Commission compiled equipment lists for the Region's municipalities into one scanned document; however, it was never formatted. In addition, a draft Agreement template was provided to the members. The inventory list and Agreement template were emailed to the Commission on November 25, 2019.

Action: Discuss whether or not the inventory should be updated.

Attachments: 2012 Regional Equipment Inventory
2012 Draft Agreement template

▪ **Penns Valley Emergency Medical Services**

Commission members may provide any updates on the Service.

Action: None

NEW BUSINESS

▪ **Bylaws Review**

In 2012, the Regional Planning Commission updated the US Census data under Article XII, Funding Formula. The next Census data update will occur with the release of the 2020 Decennial Census in 2021.

Action: Review the Bylaws and determine if any revisions are needed.

Attachment: By-Laws-Penns Valley Regional Planning Commission

INFORMATION ITEMS

FOR THE GOOD OF THE ORDER

ADJOURNMENT

NEXT MEETING: Tuesday, March 24, 2020

FUTURE MEETING DATES:

April 28, 2020

May 26, 2020

September 22, 2020

November 24, 2020

ARTICLE VIII
Officers

- 8.1 The officers of the Regional Planning Commission shall consist of a Chairperson, Vice-Chairperson, Treasurer and Secretary, all of whom are to serve for a term of one-year. The Chairperson, Vice-Chairperson and Treasurer shall be members of the Commission, but the Secretary need not be a member of the Commission.
- 8.2 The positions of Chairperson, Vice-Chairperson and Treasurer must be held by individuals representing three (3) different member municipalities.
- 8.3 The Secretary shall keep the minutes and records of the Regional Planning Commission, and with the assistance of such staff as is available, shall prepare the agenda of regular and special meetings under the direction of the Chairperson, provide notice of all meetings to Commission members, arrange proper and legal notice of hearings, attend to correspondence of the Commission and such other duties as are normally carried out by a Secretary.

- 8.4 The Chairperson shall preside at all meetings and hearings of the Commission and shall have the duties normally conferred by parliamentary usage on such officers.

ARTICLE IX
Selection of Officers

- 9.1 First regular meeting of the new year, the election of officers shall be held. Officers elected shall serve for the remainder of the year in which they were elected. Reorganization meeting to reorganization meeting shall count as one year for their term of office. Subsequently, beginning with the following year, an annual re-organization meeting shall be held during the first regular meeting of the new year or at a special meeting authorized by the governing bodies.
- 9.2 Officers shall serve for a one-year term, and may succeed themselves for a second one-year term. No officer may serve in the position in which he or she was elected for more than two consecutive years.
- 9.3 Once the term(s) for Chairperson, Vice-Chairperson, or Treasurer has expired, that position must be filled by a representative from a municipality other than the one from which the position was previously filled.
- 9.4 The Secretary will be elected, appointed or hired by the Commission.
- 9.5 Vacancies in office shall be filled immediately by the Regional Planning Commission. The replacement shall then serve the remainder of the term