

## **Meeting Minutes**

Huntingdon County Active Transportation Committee

Friday, January 5, 2024

The Huntingdon County Active Transportation Committee was called to order by Chairman Matt Price at 9:31 A.M. The meeting was in the Huntingdon Borough Municipal Building-Borough Council Chambers, 530 Washington Street, Huntingdon, PA 16652.

### **Attending:**

Judy Scott, Laurie Nearhood, George Conrad, Charles Harper, Matt Price, Jayme Reck, Laura White, Alisha Grove, Brian Wiser, Chris Stevens and Zach Lee

### **Not in attendance:**

Wendy Melius, Debra Clark-Loner, and Vince Greenland

### **Minutes**

Matt Price called the meeting to order at 9:31 A.M. The first item up for review and action were the meeting minutes from December 1, 2023. Matt asked for a motion to accept the minutes as presented. Charles made the motion and Zach seconded it. All were in favor and the motion carried.

The next item up for discussion and action were the election of officers for the Active Transportation Committee. It was decided that Matt would continue as Chairman, George as Vice Chairman, and Zach will be Secretary. All were in favor of these appointments.

Matt presented to the group a draft of the Active Transportation Committee Charter that he created. The Charter states the ATC's mission statement, guiding principles and reporting relationship. Matt asked the committee members to review the document and offer any suggestions, revisions, additions, etc. that they would like to see before presenting it to the Commissioners for approval. Some discussion items are listed below and a draft of the Charter is attached.

- Terms for committee members (initial appointment 2 or 4 years, then term may be reappointed for 4 years without limit.)
- Semi-annual reports presented to the Huntingdon County Planning Commission will be made in January and July.
- Post the ATC meeting dates to the public on the county government website
- Create subcommittees from within ATC's membership
- Specifics about the appointment of ex-officio members within the ATC

Matt asked for a motion to present the Charter as edited to the Commissioners on their next available meeting date. George made the motion and Zach seconded it. All were in favor and the motion carried.

Matt stated that the County Commissioners public hearing for the Active Transportation Plan adoption is on January 16, 2024 at 9:00 A.M. Plan adoption will possibly be on the same day, but if not it will go to the Commissioner's January 23, 2024 meeting.

There was no new information reported about presentations to township supervisor's meetings, Segments 1, 13 and 19 or Lifeways projects.

George mentioned that the Mid-State Trail annual meeting will take place on January 21, 2024 at 12:00 P.M. at Rock God Brewing Co. in Danville, PA. The Standing Stone Trail annual meeting will take place on April 6, 2024 at 9:00 A.M. at the DCNR building in Huntingdon, PA.

The next item up for discussion was any upcoming funding opportunities. Brian suggested that the group start thinking about and preparing for the PennDOT MTF, DCED MTF and LSA grants. It was decided to bring a listing of the best grant opportunities for the ATC to next month's meeting. Zach mentioned that the DCNR Land Conservation, Acquisition and Stewardship grant will open January 16, 2024 and close on April 3, 2024.

All meeting dates for 2024 will work for the group except for the March 29, 2024 meeting, which is Good Friday and all County offices will be closed. It was agreed upon to move it to March 22, 2024. Matt asked for a motion to accept the 2024 meeting dates as corrected. Zach made the motion and Charles seconded it. All were in favor and the motion carried.

**Next Meeting**

**Friday, January 26, 2024 at 9:30 A.M.** in the Huntingdon Borough Municipal Building-Borough Council Chambers, 530 Washington Street, Huntingdon, PA 16652.

**Adjournment**

The meeting was adjourned at 10:12 A.M.

Respectfully submitted,

Jayne Reck  
Assistant Community Development Administrator

# Huntingdon County Active Transportation Committee

## Mission Statement

As an advisory committee to the Huntingdon County Commissioners, the Huntingdon County Active Transportation Committee strives to foster a safer, healthier and more connected community by enhancing walking, biking, wheeling, and paddling opportunities. Through collaborative efforts and engagement with residents, stakeholders, and partners, we aim to implement and promote sustainable active transportation solutions for the county.

## Guiding Principles:

1. **Community-Centric Approach:** Center our efforts on engaging residents, stakeholders, and partners to identify, prioritize, and implement active transportation solutions that meet the diverse needs of our community members.
2. **Collaborative Partnerships:** Forge strong relationships and partnerships with municipalities, organizations, and stakeholders to leverage resources, share responsibilities, and ensure a unified approach to implementing active transportation initiatives.
3. **Equitable Accessibility:** Prioritize equitable access for all community members, including underserved populations, by developing safe and accessible routes and facilities that cater to diverse abilities and demographics.
4. **Advocacy and Education:** Advocate for the adoption and implementation of active transportation initiatives, while providing educational programs and outreach to highlight the benefits and value of such initiatives for residents, visitors, and businesses.
5. **Sustainable Implementation:** Strive for sustainable and feasible solutions by identifying funding sources, facilitating grant applications, and exploring in-house initiatives, aiming for efficient implementation and long-term project maintenance.
6. **Coordination and Communication:** Foster consistent communication and coordination among stakeholders, trail organizations, municipalities, and other partners to ensure alignment, share progress, and maximize collective impact in implementing active transportation priorities.
7. **Resource Mobilization:** Identify, secure, and document local match funding and in-kind services by collaborating with local organizations, stakeholders, and partners, while leveraging available grants and resources to support the implementation of active transportation projects.

## Reporting Relationship

- Members of the Huntingdon County Active Transportation Committee are appointed as needed by majority action of the Huntingdon County Commissioners during a regular public meeting of the commissioners. Committee members may serve initial terms of two or four years. After initial appointments, terms may be reappointed for four years without limit. The committee is empowered to elect officers and create subcommittees from within its membership during an annual reorganization meeting in January of each year.
- Ex-officio members, such as the county's engineer, PennDOT representative, county employees, etc. may be appointed to the committee by the Commissioners in a non-voting capacity.
- The County government will provide staff support for the committee through the Huntingdon County Planning Department or other department or authority deemed appropriate by the Commissioners. In turn the County employee heading the department or authority will update the Commissioners on a project-by-project basis.
- The committee will make semiannual reports in January and July to the Huntingdon County Planning Commission on the progress of priorities identified in the Huntingdon County Active Transportation Plan.
- The committee will maintain no treasury, nor will it directly manage any private or taxpayer funding. Any necessary funding for project implementation will be managed by the appropriate government entity or property owner where the project will be created.
- The committee's meetings and minutes will be open to the general public upon request to the chair or department head. Committee meeting schedule will be posted on the county government official website.