

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY PLANNING COMMISSION CHAIR, JAMES DAVIES, ON JULY 9, 2024, AT 9:00 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM

I. ROLL CALL

Roll Call was taken as follows:

Mr. David Barran	Present
Mr. Mauro Cantalamessa	Excused
Mr. James Davies	Present
Mr. James DiCenso	Present
Ms. Niki Frenchko	Excused
Alternate: Melissa Phillips	Present
Mr. Denny Malloy	Excused
Mrs. Melissa Miller	Present
Mr. Bob Moody	Present
Ms. Rachel Nader	Present
Mr. Phillip Pegg	Present
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie Green, Director; Nic Coggins, Assistant Director; Andrew Cvetkovich, Danette Manusakis, Emily Moran and Kimberly Vaughn.

Also in attendance: William "Bim" Turner, Executive Director, Trumbull County Workforce Development Board and Zachary Steiner.

II. APPROVAL OF AGENDA

III. APPROVAL OF PLANNING COMMISSION MINUTES

IV. APPROVAL OF EXPENSES

V. COMMUNICATIONS

VI. DIRECTOR'S REPORT

VII. REPORTS OF COMMITTEES

VIII. PUBLIC REMARKS

IX. RESOLUTIONS FOR ADOPTION

X. OTHER BUSINESS/UPDATES

XI. ADJOURNMENT

II. APPROVAL OF AGENDA

Mr. Pegg made a motion to amend the agenda for July 9, 2024, to move the A. Something Good Initiative under X. Other Business/Updates to the beginning of the meeting; seconded by Mr. Moody. The motion was carried.

Mrs. Miller made a motion to approve the agenda dated July 9, 2024; seconded by Mr. Moody. The motion was carried.

X. OTHER BUSINESS/UPDATES

A. Something Good Initiative – Recognition of William “Bim” Turner

Resolution and Certificate were presented to Mr. William “Bim” Turner for his extraordinary contribution and committed public service to the residents of Trumbull County.

Mr. Turner thanked the Planning Commission.

III. APPROVAL OF PLANNING COMMISSION MINUTES

A. Regular Meeting – June 11, 2024

Mrs. St. George made a motion to approve the Planning Commission regular meeting minutes of June 11, 2024; seconded by Mrs. Miller. The motion was carried.

IV. FINANCIAL REPORT

Mrs. St. George made a motion to approve the financial report dated as of June 30, 2024; seconded by Mr. Pegg. The motion was carried.

V. COMMUNICATIONS

There were no Communications this month.

VI. DIRECTOR’ S REPORT

The Director’s Report was sent out to the members prior to this meeting for review.

Julie started out the discussion with the Golden Triangle project, which has been ongoing for almost a decade. She explained that several meetings have been held in the last few months with all project partners to discuss required action steps that need to be completed before competitive bidding can commence. She then went on to talk about the YARS, JLUS, MIS grant and reported that almost half of the communities are in progress and have

VI. DIRECTOR' S REPORT, Continued:

adopted some parts of the deliverables for their community. Lastly she mentioned that the entire staff attended the Northeast Ohio Planning Workshop, she explained that she encourages the staff to attend and take part in any workshops available to further their education.

Andrew Cvetkovich started with himself and Julie attending the Champion Township workshop meeting on June 18, 2024 regarding the FEMA audit and respective property in Champion Township for which they need to find an end user. He also discussed site surveys conducted by ms consultants, Inc. on June 25, 2024. He reported that he spoke with all respective property owners and was able to gather the data required for the elevation certificates and structural surveys. The survey crew found some blocked and partially blocked culverts that need attention from the Trumbull County Engineer's Office regarding a more consistent maintenance schedule. Corrective Action Plans for affected properties will be delivered by the consultant in August 2024. Andrew received three Floodplain inquiries this month and a Floodplain Permit was issued to Trumbull County Engineer's Office for the Ohltown Viaduct Bridge Rehabilitation Project.

Nic Coggins started with the Fiber-Optic Broadband Initiative stating that he is happy to announce that the Eastgate request for the funding for a Broadband Coordinator at Eastgate that was submitted to the Commissioners was approved last week. He stated that we are currently working on the Connect Humanity Grant and finalizing the Leatherworks Clean up Grant. He also reported that the Planning Commission is working with the Lake-to-River District of JobsOhio to find a suitable site with power and water for a potential data storage center to be located in Trumbull County. Lastly, he reported that the staff worked with the City of Warren to renew the Consortium Agreement for 2025-2027.

Emily Moran reported that there are three upcoming Fair Housing training courses this month. Also, the Analysis of Impediments to Fair Housing Choice Plan was submitted to the State on July 1, 2024. HSTS, we have 10 income qualified households that are currently out for bid; the bid proposals are due back to the Commissioners' Office by August 1, 2024. For the ARPA Sanitary Sewer Connections, the Sanitary Engineers and the combined Health District have started inspections for the qualified households, they are putting aside one day a week to get these inspections completed. PY2024 grant, the application for the RPIG grant funds to benefit the proposed Meadowbrook Sanitary Sewer Project located in Warren is completed and will be submitted as soon as it opens. She also touched on the PY2023 Allocation Program, RPIG 2022-Heaton Chute Sanitary Sewer Project and the CIG PY2022-Townsend Avenue Storm Drainage Project.

Kim Vaughn reported that there were 17 plats and zoning applications this month and we ended the month with 1 Replat and 3 Zoning Text Amendments that were discussed and voted on at the Plats and Zoning Committee meeting. These resolutions were voted on today. Kim attended the Trumbull County Zoning Inspectors Association Meeting at the Combined Health District Office, lecture given by Kris Wilster and Rod Hedge regarding health and sewage complaints procedures. She also met with ESRI, GIS software vendor

VI. DIRECTOR' S REPORT, Continued:

for Trumbull County, to discuss account, projects and future work flow collaboration with the Auditors' Office.

Lastly, Julie reviewed the 2024 Work Program milestone chart with the members present, which details deadlines and percentages of projects' progress towards completion.

Mr. Moody made a motion to approve the Director's Report of July 9, 2024; seconded by Mrs. Phillips. The motion was carried.

VII. REPORTS OF COMMITTEES

A. Revolving Loan Fund Committee

Mrs. St. George made a motion to approve the minutes of the Revolving Loan Fund Committee meeting of June 11, 2024; seconded by Mr. Moody. The motion was carried.

B. Plats and Zoning Committee

Mrs. Miller made a motion to approve the minutes of the Plats and Zoning Committee meeting of July 2, 2024; seconded by Mr. Moody. The motion was carried.

C. Personnel Committee

Mr. Pegg made a motion to approve the minutes of the Personnel Committee meeting of July 9, 2024; seconded by Mrs. St. George. The motion was carried.

VIII. PUBLIC REMARKS

Zachary Steiner, our new Planner I employee, was introduced by Julie Green and welcomed by the Planning Commission Board.

IX. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mrs. St. George made a motion to approve Resolution No. 7-2024-39; seconded by Mrs. Miller. Roll Call followed:

Mr. Baran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mrs. Phillips	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 7-2024-40; seconded by Mr. Pegg.
Roll Call followed:

Mr. Baran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mrs. Miller made a motion to approve Resolution No. 7-2024-41; seconded by Mr. Pegg.
Roll Call followed:

Mr. Baran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 7-2024-42; seconded by Mrs. Miller.
Roll Call followed:

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mr. Baran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

B. Personnel Committee Resolution

Mrs. St. George made a motion to approve Resolution No. 7-2024-43; seconded by Mrs. Miller. Roll Call followed:

Mr. Baran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

C. Something Good Initiative Special Resolution

Mr. Pegg made a motion to approve Resolution No. 7-2024-44; seconded by Mrs. Phillips. Roll Call followed:

Mr. Baran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

X. OTHER BUSINESS/UPDATES

- A. Something Good Initiative – Recognition of William “Bim” Turner, Executive Director of Trumbull County Workforce Development Board (This was presented at the beginning of the meeting)

XI. ADJOURNMENT

There being no further business, Mr. Moody made a motion to adjourn; seconded by Mr. Pegg. The motion was carried. The meeting was adjourned at 10:54 a.m.

The next Planning Commission meeting is scheduled for **September 10, 2024, at 9:00 a.m.** in the Planning Commission Conference Room, 185 E. Market Street in Warren.

Signed 
James Davies, Chairperson
Trumbull County Planning Commission

Date Aug 13, 2024

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