

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, MR. MUSICK, ON APRIL 13, 2021, AT 9:00 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM AND VIA ZOOM

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**I. ROLL CALL**

Roll Call was taken as follows:

Mr. David Barran	Present
Mr. Mauro Cantalamessa	Present
Mr. James Davies	Present
Ms. Niki Frenchko	Present
Mr. Frank Fuda	Present
Mrs. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Phillip M. Pegg	Present
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie Green, Director; Nicholas Coggins; T.J. Keiran; Katie Phillips and Mitzi Sabella

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- 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
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**II. APPROVAL OF AGENDA**

Mr. Fuda made a motion to approve the agenda dated April 13, 2021; seconded by Mr. Davies. The motion was carried.

**III. APPROVAL OF PLANNING COMMISSION MINUTES**

A. Regular Meeting – March 9, 2021

Mr. Fuda made a motion to approve the Planning Commission regular meeting minutes of March 9, 2021; seconded by Mr. Cantalamessa. The motion was carried.

**IV. FINANCIAL REPORT**

Mr. Fuda made a motion to approve the financial report dated as of March 31, 2021; seconded by Mr. Pegg. The motion was carried.

**V. COMMUNICATIONS**

No communications were read at this meeting.

**VI. DIRECTOR' S REPORT**

The Director's Report was sent out to the members prior to this meeting for review. Julie Green, Nic Coggins, T.J. Keiran and Katie Phillips reviewed the Director's Report highlighting the following:

Julie Green stated that there is a drive to Columbus tomorrow to meet with area representatives, but she is not able to attend. She said that she shared a number of priority lists with Ryan McNaughton to share with the representatives in Columbus including the CEDS, the draft CDIS, a wish list compiled by the Sanitary Engineer's Office, and also information on YARS JLUS and MIS, and the Golden Triangle Project.

Julie Green stated that she would like to set up a meeting with the Commissioners to discuss the Bike Trail and its economic impact to the area, especially on recreational tourism which is very high during the pandemic. Julie Green explained there is a need for another employee in the Planning Commission and that the present staff is working beyond capacity, and as it stands now, the staff cannot take on anymore work. Mr. Fuda stated that grant writing is very important to the county, and he is in favor of another staff person. Julie Green stated that she did submit a request and documentation of the need for another Planner position to the Commissioners for their review.

Nic Coggins reported on the Broadband Initiative and the survey that was sent out to the businesses and residents. He reported that the survey/data collection is now closed, and the analysis stage is beginning and the report is on schedule to be completed by June 1, 2021.

**VI. DIRECTOR' S REPORT, Continued:**

Mr. Coggins reported that he is in the process of completing the 2021 CHIP Grant application, and the public hearing is scheduled for May 5, 2021. He also reported that the TIRC meeting was held on March 19, 2021, and where 18 EZ Agreements were reviewed and found to be in compliance. He stated that one of the agreements is recommended for removal due to expiration of the agreed term. He also stated six CRA Agreements were discussed and found to be in compliance. Mr. Coggins stated that the report is on the Commissioners' agenda for approval tomorrow.

Mr. Coggins also reported that he has worked with JAM Realty Investments to expand facilities in Liberty Township with a CRA Agreement and that the Trumbull County Commissioners approved the agreement on March 31, 2021.

Julie Green reported that T.J. Keiran is working closely with the Trumbull County Building Official's Office and the Prosecutor's Office to address violations at a property in Champion Township identified by FEMA during last year's Community Action Communication with ODNR. She said it is one of seven properties with violations identified during the audit process, some of which date back to the 1990's.

Mr. Keiran stated that he and Katie Phillips will be giving a presentation on April 28, 2021, to the Zoning Inspectors Association where they will demonstrate some new GIS tools. He stated that they have been working in partnership with the Eastgate Regional Council of Governments where they have been compiling and converting some older paper maps into GIS format and publishing them to make useful tools that assist with the daily operation for the staff and communities.

Katie Phillips reviewed the monthly chart that is in the Director's Report, and she stated that 24 applications were processed in the Month of March of 2021. She also stated that she has had a lot of inquiries on developments possibly happening in the county.

Julie Green noted to the board members that there is now a column on the chart with Subdivision Determinations.

Mr. Fuda made a motion to approve the Director's Report of March 9, 2021; seconded by Mr. Davies. The motion was carried.

**VII. REPORTS OF COMMITTEES**

A. Plats and Zoning Committee Meeting

Mr. Fuda made a motion to approve the minutes of the Plats and Zoning Committee meeting of April 6, 2021; seconded by Mr. Musick. The motion was carried.

**VIII. PUBLIC REMARKS**

There were no public comments at this meeting.

**IX. RESOLUTIONS FOR ADOPTION**

A. Plats and Zoning Committee Resolutions

Mr. Pegg made a motion to approve Resolution No. 4-2021-13; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mrs. Miller made a motion to approve Resolution No. 4-2021-14; seconded by Mr. Fuda. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

Mr. Fuda made a motion to approve Resolution No. 4-2021-15; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Fuda made a motion to approve Resolution No. 4-2021-16; seconded by Mr. Musick. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried

Mr. Fuda made a motion to approve Resolution No. 4-2021-17; seconded by Mr. Pegg. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Abstain

The motion was carried

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

Mr. Fuda made a motion to amend Resolution No. 4-2021-18 by removing the comment from the 5<sup>th</sup> WHEREAS stating: \*Add the 100-year floodplain to the replat and approve Resolution No. 4-2021-18; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Fuda made a motion to approve Resolution No. 4-2021-19; seconded by Mr. Musick. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried

**X. OTHER BUSINESS/UPDATES**

- A. The board accepted into file a copy of Mr. James Davies' Certificate of Completion for the Ohio Ethics Commission's hour-long course: The Ohio Ethics Law: Building a Culture of Integrity.

**X. OTHER BUSINESS/UPDATES**

B. Advertise for Planner Position

Mr. Pegg made a motion to grant permission to advertise for a Planner II Position; seconded by Mr. Musick. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	No
Mr. Davies	Yes
Ms. Frenchko	No
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

- C. The board was to present today a Certificate of Appreciation to Mr. Robert Marino, Jr., for his three years of loyal and conscientious service as a Member and Chair of the Trumbull County Planning Commission. Mr. Marino, Jr. was not able to attend today's meeting and accept the certificate. Mrs. Julie Green will present to him at a Niles City Council Meeting in the future.

**XI. ADJOURNMENT**

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Musick. The motion was carried. The meeting was adjourned at 10:00 a.m.

Signed  \_\_\_\_\_

Date May 11, 2021 \_\_\_\_\_