

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON AUGUST 12, 2014, AT 9 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM

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Roll Call was taken as follows:

Mr. Brown	Present
Mr. Cantalamessa	Present
Mr. Fuda	Present
Mr. Henn	Present
Mr. Kostoff	Present
Mr. Mahan	Present
Mr. Musick	Absent
Mr. Polivka	Present
Mr. Shader	Present
Mr. Sliwinski	Present
Mr. Wright	Absent

Trumbull County Planning Commission Staff:

Jonathan Baughman	Anthony Kobak
Christine Clementi	Trish Nuskievicz, Director
David Dubiaga	Mark Zigmont
Julie Edwards	

Others in Attendance: Sarah Lown, Western Reserve Port Authority; and Ed Runyan, The Vindicator

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- I. APPROVAL OF AGENDA
- II. APPROVAL OF PLANNING COMMISSION MINUTES
- III. APPROVAL OF EXPENSES
- IV. COMMUNICATIONS
- V. DIRECTOR'S REPORT
- VI. REPORTS OF COMMITTEES
- VII. RESOLUTIONS FOR ADOPTION
- VIII. OTHER BUSINESS
- IX. ADJOURNMENT

**Trumbull County Planning Commission**  
**Minutes of August 12, 2014**  
**Page 2 of 4**

Chairman Kostoff gave the oath of office to new Trumbull County Planning Commission member, Mauro Cantalamessa. After taking the oath of office, Commissioner Cantalamessa was congratulated by the other Planning Commission members, and the meeting returned to the regular order of business.

**I. APPROVAL OF AGENDA**

Mr. Mahan made a motion to approve the agenda dated August 12, 2014; seconded by Mr. Shader. The motion carried.

**II. APPROVAL OF PLANNING COMMISSION MINUTES**

Mr. Polivka made a motion to approve the Planning Commission minutes of the July 8, 2014, Board meeting. The motion was seconded by Mr. Fuda and carried.

**III. FINANCIAL REPORT**

Mr. Mahan made a motion to approve the financial report dated as of July 31, 2014, seconded by Mr. Brown. The motion carried.

**IV. COMMUNICATIONS**

A. Letter from David Dubiaga - dated August 6, 2014

Mr. Dubiaga informed the Planning Commission that he will be retiring from the Planning Commission at the end of November 2014, after 19 years of service. Mr. Mahan made a motion to accept Mr. Dubiaga's retirement at the end of November 2014; seconded by Mr. Polivka. The motion carried.

**V. DIRECTOR'S REPORT**

Trish Nuskiewicz reviewed the Director's Report calling attention to the following:

A. Planning

Ms. Nuskiewicz reported that the Planning Commission is actively working to promote the redevelopment of Trumbull County's urban cores and stresses that it is critical to start in downtown Warren and following success, move outward from there.

**V. DIRECTOR'S REPORT - Continued**

**B. Comprehensive Plans**

Ms. Nuskievicz reported that the staff is working on the Newton Falls Village and Champion Township Comprehensive Plans and is in preliminary discussions to prepare comprehensive plans for Farmington Township and West Farmington Village.

**C. Housing**

Julie Edwards reported the following on the FY 2013 Community Housing Improvement Program (CHIP) and HUD HOME Program:

–Inspections for two full-home rehabilitations, six home repairs and two septic replacements have been ordered (CHIP Grant).

–five home rehabilitations have been completed,

–inspections for four additional houses have been ordered,

–down payment assistance has been provided for five first-time home buyers (HOME Program).

**D. Enterprise Zone**

Mark Zigmont reported that Jaro Transportation Services has requested an Enterprise Zone Agreement for a new building next to its site at Warren Commerce Park. Mr. Zigmont also reported that the company has pledged an additional 10 jobs at the site.

**E. U.S. E.P.A. Brownfields Assessment Grant**

Ms. Nuskievicz stated that the Trumbull County Brownfield Coalition has compiled an inventory of over 70 sites in Trumbull County and has also identified 11 sites for further potential action. Ms. Nuskievicz also stated that current activities include Phase I environmental assessments, asbestos survey assessments, urban setting designations, and developing and implementing a community engagement strategy.

**Trumbull County Planning Commission**  
**Minutes of August 12, 2014**  
**Page 4 of 4**

- F. ARRA Energy Efficiency and Conservation Block Grant (Solar Photovoltaic Array installed at County Job and Family Services building)

Trish Nuskievicz reported that from June 1, 2011, to August 1, 2014, the county saved \$37,095 in electricity costs and generated more than 205,285 kWh of electricity.

Mr. Henn made a motion to accept the Director's Report of August 12, 2014; seconded by Mr. Mahan. The motion carried.

**VI. REPORTS OF COMMITTEES**

- A. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of August 5, 2014, were included in the Board Members' books for review. Mr. Shader made a motion to approve the August 5, 2014, Plats and Zoning Committee Report; seconded by Mr. Brown. The motion carried.

**VII. RESOLUTIONS FOR ADOPTION**

- A. Plats and Zoning Committee Resolutions

Mr. Mahan made a motion to approve Resolution Nos. 8-2014-44, 8-2014-45, and 8-2014-46; seconded by Mr. Shader. The motion carried.

**VIII. OTHER BUSINESS**

There were no items for Other Business.

**IX. ADJOURNMENT**

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

Signed Lewis Kostoff  
Date Sept. 9, 2014