

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY PLANNING COMMISSION CHAIR, JAMES DAVIES, ON DECEMBER 12, 2023, 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
Ms. Niki Frenchko	Excused
Alternate: Melissa Phillips	Present
Mr. Denny Malloy	Present
Mrs. Melissa Miller	Present
Mr. Bob Moody	Excused
Ms. Rachel Nader	Present
Mr. Phillip Pegg	Present
Mrs. Darlene St. George	Absent

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

Also in attendance: Mayor James Melfi, Mayor of the City of Girard and Robert Holt.

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. Malloy made a motion to amend the agenda for December 12, 2023, to move the A. Something Good Initiative under X. Other Business/Updates to the beginning of the meeting; seconded by Mr. Pegg. The motion was carried.

Mrs. Miller made a motion to approve the amended agenda dated December 12, 2023; seconded by Mr. Pegg. The motion was carried.

III. APPROVAL OF PLANNING COMMISSION MINUTES

A. Regular Meeting – November 14, 2023

B.

Mr. Pegg made a motion to approve the Planning Commission regular meeting minutes of November 14, 2023; seconded by Mr. Malloy. The motion was carried.

IV. FINANCIAL REPORT

Ms. Nadar made a motion to approve the financial report dated as of November 30, 2023; seconded by Mrs. Miller. The motion was carried.

V. COMMUNICATIONS

There was no communication at this meeting.

VI. DIRECTOR' S REPORT

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

Nic Coggins spoke on the Fiber Optic Broadband Initiative reporting that we will be requesting a resolution to support the Application by Charter Communications (Spectrum) to Round 2 of the Ohio Residential Broadband Expansion Grant Program, which will deploy Broadband Infrastructure to unserved and underserved Locations in Trumbull County. Nic also reported on the Girard Leatherworks Clean-Up Grant, the site preparation company received a certification for the clean fill and began working on the site Monday October 30th with an anticipated completion date of November 21. During site preparation 3 underground storage tanks were discovered in a vault that was previously unknown. A Specialty company is working on removal and disposal of these tanks with a new completion date of December 14. The construction of the proposed trailhead at the Leatherworks site is included in Eastgate's Appalachian Community Grant Program (ACGP) Development Application being submitted on December 8, 2023 in the amount of \$159,000,000.

Kim Vaughn reported on some of the projects she is working on. She stated that there were 12 applications processed this month. She also stated that she has been working on several Mapping and GIS projects including a zoning map for Lordstown Village showing the

YARS MCA Overlay District (completed in November) and the Hubbard City Zoning Map (completed this week). She announced that she attended meetings at Hartford Methodist Church (Township Trustees Association) and a Gustavus Township Meeting regarding large solar farms.

Andrew Cvetkovich reported that we are working with ms consultants Inc., regarding the 2020 FEMA audit on corrective action plans for the properties in violation. ms consultants Inc. will be conducting the surveys needed for the FEMA elevation certificates between January 2, 2024 and January 19, 2024. He also mentioned that he spoke with Burgess & Niple about the Meadowbrook Sanitary Sewer wastewater treatment plant, and that they are close to being able to provide us with the outstanding documentation required for permitting at the project site. Lastly, he reported about the Leavittsburg dam removal and stated that Zack Svette will be holding a meeting on December 20, 2023 in the Planning Commission Conference Room to discuss the dam removal and anyone interested in this may attend. The project will be discussed among the attending stakeholders regarding compliance with Trumbull County's Floodplain Regulations. Additionally, staff is finalizing documentation for the PY2023 CDBG Environmental Review and will be submitting before the end of December. Finally, staff is waiting for all documentation to be submitted for the Champion meter Pit before reviewing an application for a Special Flood Hazard Area Development Permit. This is in accordance with Section 3.5(A)(1) of the Trumbull County Flood Regulations.

Emily Moran talked about the American Rescue Plan Act funding which will help residents countywide who need to connect to newly constructed or existing sanitary sewers. Over 80 applications were mailed out to properties countywide, 40 applications were sent to the residents of Yankee Lake where 15 applications have been returned to date, and 8 residents in Heaton Chute have already been qualified. The bid opening for the Heaton Chute LMI household connections project will be December 19, 2023 at 3 p.m. 13 bid books have been picked up to date for the project. The grant agreement for the PY23 Allocation program has been received, and scoping meetings are being scheduled with GPD Group for all three projects.

Julie Green reviewed the 2023 Work Program milestone chart with the members present, which details deadlines and percentages of projects' progress towards completion. She touched base on all the ongoing projects. She also asked that everyone have a good thought today for Youngstown Air Reserve Lieutenant Colonel Scott Julian who passed away on December 4, 2023, many prayers for his family. She also thanked Lynn Wallace Smith and her staff for helping us, as we have been going through old records and trying to get them organized. We have a constant ongoing project of record retention and digitization which we are looking to obtain an intern from YSU to help with this project.

Mrs. Phillips made a motion to approve the Director's Report of November 14, 2023; seconded by Ms. Nadar. The motion was carried.

VII. REPORTS OF COMMITTEES

A. Plats and Zoning Committee Meeting

Mr. Pegg made a motion to approve the minutes of the Plats and Zoning Committee meeting of December 5, 2023; seconded by Mr. Malloy. The motion was carried.

B. Personnel Committee Meeting

Mr. Baran made a motion to approve the minutes of the Personnel Committee meeting of December 12, 2023; seconded by Ms. Miller. 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

Mrs. Miller made a motion to approve Resolution No. 12-2023-83; seconded by Mrs. Phillips. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

Mrs. Phillips made a motion to approve Resolution No. 12-2023-84; seconded by Ms. Miller Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Abstained

IX. RESOLUTIONS FOR ADOPTION, Continued:

The motion was carried.

Mr. Pegg made a motion to approve Resolution No. 12-2023-85; seconded by Ms. Nadar. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

Ms. Nadar made a motion to approve Resolution No. 12-2023-86; seconded by Mrs. Miller. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

B. Personal Committee Resolutions

Mr. Pegg made a motion to approve Resolution No. 12-2023-87; seconded by Mr. Malloy. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mrs. Phillips made a motion to approve Resolution No. 12-2023-88; seconded by Mrs. Miller. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

Ms. Nadar made a motion to approve Resolution No. 12-2023-89; seconded by Mrs. Phillips. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

Ms. Nadar made a motion to approve the Amended Resolution No. 12-2022-80; seconded by Mr. Malloy. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

C. Something Good Initiative Resolution

Mr. Baran made a motion to approve Resolution No. 12-2023-90; seconded by Ms. Nadar for recognition of the Something Good Award to Mayor James Melfi of Girard. Roll Call followed:

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mr. Barran	Yes
Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Malloy	Yes
Mrs. Miller	Yes
Ms. Nader	Yes
Mr. Pegg	Yes

The motion was carried.

X. OTHER BUSINESS/UPDATES

A. Something Good Initiative was presented at the beginning of the meeting.

XI. ADJOURNMENT

There being no further business, Mr. Malloy made a motion to adjourn; seconded by Mr. Pegg. The motion was carried. The meeting was adjourned at 9:51 a.m.

XI. ADJOURNMENT, Continued:

The next Planning Commission meeting is scheduled for **January 9, 2023, at 9:00 a.m.** in the Planning Commission Conference Room, 185 E. Market Street in Warren.

Signed 
James Davies, Chair
Trumbull County Planning Commission

Date 1-9-24