

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE VICE-CHAIR, MRS. DARLENE ST. GEORGE, ON DECEMBER 10, 2019, AT 1:30 P.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

I. ROLL CALL

Roll Call was taken as follows:

Mr. David Barran	Present - Arrived at 1:35 p.m.
Mr. Mauro Cantalamessa	Present - Arrived at 1:41 p.m.
Mr. James Davies	Present
Mr. Frank Fuda	Present - Arrived at 1:41 p.m.
Mr. Robert Marino Jr.	Excused
Ms. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Daniel Polivka	Excused
Mr. David Rouan	Excused
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie Green, Director; Nicholas Coggins; Thomas J. Keiran; Katie Phillips and Mitzi Sabella
Also in attendance: Richard Jackson, Interim County Administrator/Director, Human Resources/Risk Management

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- II. APPROVAL OF AGENDA
- III. APPROVAL OF PLANNING COMMISSION MINUTES
- IV. APPROVAL OF EXPENSES
- V. DIRECTOR'S REPORT
- VI. REPORTS OF COMMITTEES
- VII. PUBLIC REMARKS
- VIII. EXECUTIVE SESSION
- IX. RESOLUTIONS FOR ADOPTION
- X. OTHER BUSINESS/UPDATES
- XI. ADJOURNMENT
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II. APPROVAL OF AGENDA

Mr. Musick made a motion to approve the agenda dated December 10, 2019; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

III. APPROVAL OF PLANNING COMMISSION MINUTES

A. Regular Meeting – November 12, 2019

Mrs. Miller made a motion to approve the Planning Commission minutes of November 12, 2019; seconded by Mr. Musick. Roll call was taken as follows:

Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

B. Special Meeting – November 26, 2019

Mr. Davies made a motion to approve the Planning Commission minutes of the Special Meeting of November 26, 2019; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

IV. FINANCIAL REPORT

Mr. Davies made a motion to approve the financial report dated as of November 30, 2019; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

V. DIRECTOR' S REPORT

Mrs. Green reported on the budget hearing that was held with the Trumbull County Commissioners on December 9, 2019. She stated that there will be over \$2 million in grant funds in 2020. She said that a total budget of \$617,366.83 was submitted to the Commissioners for the Planning Commission, and about \$100,000 could be repaid in administrative costs from the grants that received administration. She also reviewed a five-year request for capital expenditures that the Planning Commission submitted to the Commissioners at the budget hearing. She stated that updated computer equipment and standing desks are needed by the staff, and a new quality plotter will be needed in future.

Mr. Davies stated that Julie did a good job with presenting the hard numbers at the budget hearing, but the Commissioners need to know that the Planning Commission is currently in a rebuilding phase which can be very expensive, and he hopes the budget reflects this rebuilding.

There were no further reports under the Director's Report.

Mr. Musick made a motion to approve the Director's Report of December 10, 2019; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

VI. REPORTS OF COMMITTEES

A. Plats and Zoning Committee Meeting

Julie reported that the first item in the minutes (D-2019-22) did not require a variance and was administratively approved.

Mrs. Miller made a motion to approve the minutes of the Plats and Zoning Committee meeting of December 3, 2019; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

Mr. Barren joined at 1:35 p.m.

VII. PUBLIC REMARKS

There were no public comments at this meeting.

VIII. EXECUTIVE SESSION

At 1:39 p.m. Mrs. Miller made a motion to go into Executive Session to discuss a personnel matter; seconded by Mr. Davies. Roll Call was taken as follows:

Mr. Barren, Yes
Mr. Davies, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried. Julie Green was asked to stay for the Executive Session.

Mr. Fuda and Mr. Cantalamessa joined the Executive Session at 1:41 p.m.

VIII. EXECUTIVE SESSION, Continued:

At 1:52, Mr. Cantalamessa made a motion to come out of the Executive Session; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Barren, Yes
Mr. Cantalamessa, Yes
Mr. Davies, Yes
Mr. Fuda, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

Mr. Cantalamessa made a motion to move T.J. Keiran to a pay grade 11 at 7.5 years effective January 1, 2020; seconded by Mr. Musick. Roll call was taken as follows:

Mr. Barren, Yes
Mr. Cantalamessa, Yes
Mr. Davies, Yes
Mr. Fuda, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

IX. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mr. Musick made a motion to approve Resolution No. 12-2019-66; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barren, Yes
Mr. Cantalamessa, Yes
Mr. Davies, Yes
Mr. Fuda, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

A. Plats and Zoning Committee Resolutions, Continued:

The motion carried.

Mrs. Miller made a motion to approve Resolution Nos. 12-2019-67 and 12-2019-68; seconded by Mr. Fuda. Roll call was taken as follows:

Mr. Barren, Yes
Mr. Cantalamessa, Yes
Mr. Davies, Yes
Mr. Fuda, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Abstain

The motion carried.

B. Larry Wright Resolution

Mr. Cantalamessa made a motion to approve Resolution No. 12-2019-69; seconded by Mr. Fuda. Roll call was taken as follows:

Mr. Barren, Yes
Mr. Cantalamessa, Yes
Mr. Davies, Yes
Mr. Fuda, Yes
Mrs. Miller, Yes
Mr. Moody, Yes
Mr. Musick, Yes
Mrs. St. George, Yes

The motion carried.

X. OTHER BUSINESS/UPDATES

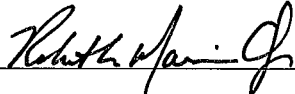
A. Discussion of MS Consultant's Contract

Julie stated that an offer was made to her regarding a contract for MS Consultants to be a consultant for on-call services related to miscellaneous tasks for plats, deeds, zoning, and lot splits/combinations that may be assigned by the Planning Commission from time to time during Calendar Year 2020.

There was no action taken by the board on this matter.

XI. ADJOURNMENT

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Cantalamessa. The motion carried. The meeting was adjourned at 2:10 p.m.

Signed 

Date 1-14-20

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