

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY PLANNING COMMISSION CHAIR, JAMES DAVIES, ON JANUARY 9, 2024, AT 9:02 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	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 Kim Vaughn

Also in attendance: Mayor Arno Hill, Former Mayor of the Village of Lordstown

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 January 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. St. George made a motion to approve the agenda dated January 9, 2024; seconded by Mr. Pegg. The motion was carried.

III. APPROVAL OF PLANNING COMMISSION MINUTES

A. Regular Meeting – December 12, 2023

Mr. Moody made a motion to approve the Planning Commission regular meeting minutes of December 12, 2023; seconded by Mrs. Miller. The motion was carried.

IV. FINANCIAL REPORT

Ms. Nadar made a motion to approve the financial report dated as of December 31, 2023; seconded by Mrs. Miller. The motion was carried.

V. COMMUNICATIONS

There were no communications 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 the engineering and cost analysis have been completed, which will deploy Broadband Infrastructure to unserved and underserved Locations in Trumbull County. Each community will have the ability to use the analysis to use ARPA funds or apply for grant dollars for installation. Nic also reported on the Girard Leatherworks Clean-Up Grant, fieldwork for this project is now complete while BRG finalizes documents to obtain the "No Further Action" covenant. The construction of the proposed trailhead at the Leatherworks site is included in Eastgate's Appalachian Community Grant Program (ACGP) Development Application was submitted on December 8, 2023 in the amount of \$159,000,000. He also reported that he worked with Kim Vaughn to assist Kimberly-Clark in the split of 500 acres of property, formerly a brownfield covered by 3 jurisdictions, this was completed in time for them to close by the end of the year. He commended Kim on her fast and efficient work.

Kim Vaughn reported on some of the projects she is working on. She stated that there were 8 applications processed this month. She also reported that there were 217 applications this year compared to 196 last year, much in part because of a rise in zoning text amendments.

VI. Director's Report, Continued:

Kim also announced that she has been working with the townships to create a countywide zoning map, this has been a work in progress for many years.

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. He also reported that the kickoff meeting for the Leavittsburg dam removal was organized and held by Zack Svette on December 20, 2023 in the Planning Commission Conference Room. Coordination was established between involved stakeholders and a rough timeline for completion was set with completion sometime in 2025. Stakeholders were informed that the project will be required to comply with Trumbull County's Floodplain Regulations. Additionally, staff completed the PY2023 CDBG Environmental Review. 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 250 applications were mailed out to properties for Yankee Lake, Scott Street, Scoville Drive and countywide. As of today we have 27 application but they are arriving as we speak so there will be lots more to come. The bid opening for the Heaton Chute LMI household connections project was held on December 19th and we received 5 bids. The Trumbull County Sanitary Engineers Office is reviewing the bids and the award will be on the Commissioners Agenda January 18th. The grant agreement for the PY23 Allocation program has been received, we have had three meetings with GPD, who was selected as the most qualified for all three projects (Howland Scope, Girard Multigenerational Center, Emanuel Community Center) They sent us final proposals which will be on the Commissioners Agenda for approval on January 10th.

Julie Green reviewed the 2023 Work Program milestone chart with the members present, which details deadlines and percentages of projects' progress towards completion. She explained how we report and what our new and existing projects are to the new Planning Board members. She also explained that we will be overseeing multiple projects from the ARP projects. She explained how our work affects many people in many ways, especially the ones that would not be able to afford it without our help.

Mr. Pegg made a motion to approve the Director's Report of January 9, 2024; seconded by Mr. Malloy. The motion was carried.

VII. REPORTS OF COMMITTEES

A. Plats and Zoning Committee Meeting

Mrs. St. George made a motion to approve the minutes of the Plats and Zoning Committee meeting of January 2, 2024; seconded by Mr. Pegg. 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. Moody made a motion to approve Resolution No. 1-2024-01; seconded by Mrs. Miller. Roll Call followed:

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

The motion was carried.

Mr. Pegg made a motion to approve Resolution No. 1-2024-02; seconded by Mr. Moody. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mr. Malloy	Abstain
Mrs. Miller	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

IX. RESOLUTIONS FOR ADOPTION, Continued:

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 1-2024-03; seconded by Ms. Nadar. Roll Call followed:

Mr. Barran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mr. Malloy	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. 1-2024-04; seconded by Mrs. Miller. Roll Call followed:

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

The motion was carried.

B. Something Good Initiative Resolution

Mrs. St. George made a motion to approve Resolution No. 1-2024-05; seconded by Mr. Malloy for recognition of the Something Good Award to Mayor Arno Hill of the Village of Lordstown. Roll Call followed:

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mr. Barran	Yes
Mr. Davies	Yes
Mr. DiCenso	Yes
Mrs. Phillips	Yes
Mr. Malloy	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. Election of Officers and Committee Appointments for 2023

Ms. Nader made a motion to elect James Davies as Chairperson of the Planning Commission for 2024; seconded by Mr. Pegg. The motion was carried.

Mr. Pegg made a motion to elect Mauro Cantalamessa as Vice Chairperson of the Planning Commission for 2024; seconded by Mr. Malloy. The motion was carried.

Mr. Malloy made a motion to create a new committee named Public Relations Committee which will give our department a unified voice with a clear statement of facts on any issues that may arise; seconded by Mr. Pegg. The motion was carried.

Mr. Davies made a motion to table action of the Planning Commission committee appointments for 2024 until the next meeting; seconded by Mrs. Miller. The motion was carried.

B. Mrs. St. George made a motion to approve authorization for the Director to approve any and all agreements with Trumbull County Communities for professional services; seconded by Mr. Moody. The motion was carried.

C. Something Good Initiative – Recognition of Mayor Arno Hill (This was presented at the beginning of the meeting)

OTHER BUSINESS/UPDATES CONT.

D. Comments by Board Members

Melissa Phillips commended the staff for all the hard work that is done in this office. She explained that the magnitude and extent of doing prevailing wage sounds so simple but is in fact very extensive and time consuming.

Phil Pegg thanked Julie and Kim for attending their township meeting in Vienna and speaking to their zoning committee on questions that have been raised.

Bob Moody stressed the importance that we get our budget approved so that we will be able to hire the Planner I that was approved on 12/12/2023.

XI. ADJOURNMENT

There being no further business, Mr. Pegg made a motion to adjourn; seconded by Mr. Moody. The motion was carried. The meeting was adjourned at 10:25 a.m.

The next Planning Commission meeting is scheduled for **February 13, 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 2-13-24