

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, JAMES SHADER, ON JANUARY 9, 2018, AT 9:08 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

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Oath of Office was taken by Mr. Marino, Ms. Miller and Mr. Moody

Roll Call was taken as follows:

Mr. David Barran	Present – arrived 9:23
Mr. Mauro Cantalamessa	Absent - Appointment
Mr. Frank Fuda	Absent
Mr. Robert Marino Jr.	Present
Ms. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Daniel Polivka	Present
Mr. David Rouan	Present
Mrs. Darlene St. George	Present
Mr. James Shader	Present

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Director	Rich Fender
Shane Burkholder	Nick Coggins
Cheryl Wood	

Also in attendance: Stephen Papalas, Jack Simon County Engineer's Office; Melissa Palmer, Real Living Brokers; Dan Alvarez, Skyline Developers LLC; Ed Runyan, Vindicator; Grant Taylor, Eastgate

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

**I. APPROVAL OF AGENDA**

Mr. Polivka made a motion to approve the agenda dated January 9, 2018; seconded by Mr. Musick. The motion carried.

**II. APPROVAL OF PLANNING COMMISSION MINUTES**

Mr. Polivka made a motion and seconded by Mr. Rouan to approve the Planning Commission minutes of the December 12, 2017, Board meeting. The motion carried.

**III. FINANCIAL REPORT**

Mr. Polivka made a motion to approve the financial report dated as of December 31, 2017; seconded by Mr. Rouan. The motion carried.

**IV. COMMUNICATIONS – Email from Kathy Mettler, Leavittsburg read by Ms. Wood**

**V. DIRECTOR'S REPORT**

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

A. City of Warren Safe Routes to School

The final School Travel Plan is complete and has been forwarded to ODOT for their approval.

B. City of Warren Comprehensive Plan

The inventory sections for the Warren's Comprehensive plan have been completed, and two public meetings for comments have been held. The staff will continue with the analysis stage of the Comprehensive process.

C. 2020 Census Local Update

Staff will begin field work in the spring and utilize the Geographic Update Partnership Software (GUPS) to update the address lists for the Census Bureau.

D. New Accounting System

After attending many training sessions throughout 2017 the new system, Munis has gone live as of January 1st.

Mr. Musick made a motion to accept the Director's Report of January 9, 2018; seconded by Mr. Polivka. The motion carried.

**VI. REPORTS OF COMMITTEES**

- A. Plats and Zoning Committee – the meeting of January 2, 2018 was not valid, due to the appointments replacing committee members on January 8, 2018 was made retroactive to January 1, 2018.

Copies of the Plats and Zoning Committee Report of January 2, 2018, was reviewed and acted on by The Planning Commission Board.

Mr. Polivka made a motion to approve the Forest Hills Estates Plat No. 5 – Preliminary Plan; seconded by Mr. Marino. Mr. Musick and Ms. St. George Abstain. The motion carried.

Ms. St. George made a motion to approve the Proposed Hartford Township Zoning Amendments and recommendations; seconded by Mr. Rouan. The motion carried.

**VII. RESOLUTIONS FOR ADOPTION**

- A. Plats and Zoning Resolutions

Mr. Rouan made a motion and seconded by Mr. Polivka to adopt Resolution No. 01-2018-01 with amendment to remove The Plats and Zoning Committee. Mr. Musick and Ms. St. George abstained. The motion carried.

Mr. Musick made a motion and seconded by Ms. St. George to adopt Resolution No. 01-2018-02 with amendment to remove The Plats and Zoning Committee. The motion carried.

**VIII. OTHER BUSINESS**

- A. Mr. Shader advised the need to elect a Vice Chairman to replace the vacant seat.

Mr. Polivka made a motion to elect Mr. Marino as Vice Chairman of The Planning Commission Board for 2018; seconded Mr. Rouan. The motion carried.

- B. Mr. Shader appointed the following Committees:

Plats and Zoning Committee – Mr. Marino, Mr. Barran, Mr. Moody and Mr. Shader will continue to sit on this Committee.

Housing Review Committee – Ms. Miller, Mr. Musick, and Ms. St. George.

Revolving Loan Fund Committee – Mr. Musick, Mr. Marino, Mr. Rouan.

Personnel Committee – Mr. Polivka as the President of the Trumbull County Board of Commissioners, Mr. Musick and Mr. Shader.

Executive Committee – Mr. Shader, Chairman of the Trumbull County Planning Commission Board; Mr. Marino, Vice Chairman of the Trumbull County Planning Commission Board; Mr. Polivka, Trumbull County Board of Commssioners.

Comprehensive Planning Committee – will be discussed at a later date by the Executive Committee to determine appointments. Ms. St. George recommended Mr. Rouan be appointed due to being a Certified Planner.

**IX. ADJOURNMENT**

There being no further business, Mr. Marino made a motion to adjourn; seconded by Mr. Rouan. The motion carried. The meeting was adjourned at 10:09 a.m.

Signed

Date

*James J. Shader*  
*February 16<sup>th</sup> 2018*

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