

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, MR. MUSICK, ON MARCH 9, 2021, AT 9:00 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM AND VIA ZOOM

I. ROLL CALL

Roll Call was taken as follows:

Mr. David Barran	Present
Mr. Mauro Cantalamessa	Present
Mr. James Davies	Present
Ms. Niki Frenchko	Present
Mr. Frank Fuda	Present
Mrs. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Phillip M. Pegg	Present
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie Green, Director; Nicholas Coggins; Katie Phillips and Mitzi Sabella

- 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
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II. APPROVAL OF AGENDA

Mr. Fuda made a motion to amend the agenda dated March 9, 2021, to: under X. Other Business/Update to change Election of Chairman to Election of Vice Chairman, remove Executive Session, and add discussion of a new member appointment to the Plats and Zoning Committee; seconded by Mr. Davies. The motion was carried.

Note: Since the Chairman of the Planning Commission has resigned, Mr. Musick, who was Vice Chairman, will now move up to the Chairman position per the Trumbull County Planning Commission Bylaws.

Mr. Fuda made a motion to approve the amended agenda dated March 9, 2021; seconded by Mr. Pegg. The motion was carried.

III. APPROVAL OF PLANNING COMMISSION MINUTES

A. Regular Meeting – February 9, 2021

Mr. Fuda made a motion to approve the Planning Commission regular meeting minutes of February 9, 2021; seconded by Mrs. Miller. The motion was carried.

IV. FINANCIAL REPORT

Mr. Fuda made a motion to approve the financial report dated as of February 28, 2021; seconded by Mr. Pegg. The motion was carried.

V. COMMUNICATIONS

The board accepted and placed on file an email from Robert Marino, Jr. stating that he needs to resign from the Trumbull County Planning Commission because of his work schedule.

VI. DIRECTOR'S REPORT

The Director's Report was sent out to the members prior to this meeting for review. Julie Green, Nic Coggins and Katie Phillips reviewed the Director's Report highlighting the following:

Mr. Coggins reported on the Broadband Initiative and the survey that was sent out to the businesses and residents. He stated that the survey is on the Planning Commission, Commissioners' and Eastgate's websites. He stated that we need to push people to get as much of a response as possible. He asked the board to tell business owners and residents that they know to fill out the survey. The board members suggested reaching out to school superintendents, building trades, Regional Chamber of Commerce, Township Trustees Association and the Tourism Bureau. Mrs. St. George said that one of the problems with

VI. DIRECTOR' S REPORT, Continued:

the survey is that they request a copy of your internet bill, and it is hard for some citizens to scan or take a picture of their bill to send in. Mrs. Green suggested having e an address where a copy of the bill can be sent to Mark Ragozine and put it on the pdf survey. Mrs. Miller stated that rural internet is huge problem. Julie Green stated that they will forward ideas that were discussed at this meeting, and she asked that the members spread by word of mouth to people they know to complete the survey.

Mr. Coggins also stated that the Tax Incentive Review Council (TIRC) will be meeting on March 19, 2021, via Zoom for their annual meeting.

Julie Green reported that TJ Keiran is working closely with the office of the Building Official and the Prosecutor's Office to address violations at a property in Champion Township identified by FEMA during last year's Community Action Communication with ODNR. She said it is one of seven properties with violations identified during the audit process some of which date back to the 1990's.

Katie Phillips reported that an amendment to the Trumbull County Subdivision Regulations to add clarity to specified areas and to rectify discrepancies identified over the course of the year were presented to the Plats and Zoning Committee this month, and the board will be voting on them under Resolutions of this meeting.

Mr. Fuda made a motion to approve the Director's Report of March 9, 2021; seconded by Mr. Davies. The motion was carried.

VII. REPORTS OF COMMITTEES

A. Plats and Zoning Committee Meeting

Mr. Fuda made a motion to approve the minutes of the Plats and Zoning Committee meeting of March 2, 2021; seconded by Mr. Moody. 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. Fuda made a motion to approve Resolution No. 3-2021-7; seconded by Mr. Pegg. Roll call was taken as follows:

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Fuda made a motion to approve Resolution No. 3-2021-8; seconded by Mr. Davies. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Abstain

Mr. Fuda made a motion to approve Resolution No. 3-2021-9; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

IX. RESOLUTIONS FOR ADOPTION, Continued:

Mr. Fuda made a motion to approve Resolution No. 3-2021-10; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried

Mr. Fuda made a motion to approve Resolution No. 3-2021-11; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried

Mr. Fuda made a motion to approve Resolution No. 3-2021-12; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes

IX. RESOLUTIONS FOR ADOPTION

Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	No

The motion was carried.

X. OTHER BUSINESS/UPDATES

A. Election of Vice Chairman

Mrs. St. George made a motion to nominate and elect Mr. James Davies as Vice Chairman of the Planning Commission; seconded by Mr. Cantalamessa. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Abstain
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

B. Need of Additional employee

Julie Green requested to have permission to call a Personnel Committee meeting to inquire about hiring a Planner II or Planner III to work with the grants. She said she did not bring up the addition of an employee during 2020 because of the Pandemic. She said that there has been an increase in audits which require more work to complete and the time to expend was extensive, and it puts the staff behind on the regular work load to meet deadlines and to participate in additional projects. She said she knows budgets are tight, but she wants them to consider adding an additional staff person. Julie Green stated that we need to work on a more sustaining work program for the staff.

B. Need of Additional employee, Continued

Julie Green also asked that the Trumbull County Commissioners take the Sam.Gov point of contact and sent it to another office. She said that this is a task that has developed into a huge administrative burden. She said the federal government has changed to the way they do grants and now every entity that uses the DUNS Number has to come thru her to use the grant portals. She stated that this takes a sufficient amount time. Mr. Fuda stated that the Planning Commission staff needs more help, and we need to see what we can do with the budget to help them. Mrs. St. George said that in bringing Julie Green and Mitzi Sabella over to the Planning Commission, essentially we combined two positions in to one position each. She agrees that the Planning Commission definitely needs another staff person, and she would be in favor of adding another person. Mr. Fuda said that the Commissioners could speak to the Auditor about additional funds for the Planning Commission. Mrs. St. George asked the Commissioners to take this under consideration and make additional money available for this position. Ms. Frenchko asked for a proposal regarding the planner position and the need for one be presented.

Mrs. St. George made a motion for the Planning Commission to authorize the Director to put specifics in writing and to submit it to the Commissioners for their consideration in hiring an additional staff person for the Planning Commission; Mr. Pegg seconded the motion. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

C. Appoint member to the Plats and Zoning Committee

Mr. Fuda made a motion to appoint Mr. James Davies to the Plats and Zoning Committee; seconded by Mr. Pegg. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Cantalamessa	Yes
Mr. Davies	Abstain
Ms. Frenchko	Yes

C. Appoint member to the Plats and Zoning Committee, continued

Mr. Fuda	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

XI. ADJOURNMENT

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

Signed _____

Date _____

April 13 2021

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