

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, ROBERT MARINO, JR. ON MAY 12, 2020, AT 9:00 A.M. VIA ZOOM

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**I. ROLL CALL**

Roll Call was taken as follows:

Mr. David Barran	Absent
Mr. Mauro Cantalamessa	Present
Mr. James Davies	Present
Mr. Frank Fuda	Present
Mr. Robert Marino Jr.	Present
Mrs. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Phillip M. Pegg	Present
Mr. Daniel Polivka	Absent
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie M. Green, Director; Nicholas Coggins; Thomas J. Keiran; and Katie Phillips

Others in attendance: J. Stankunas, William Danso, and Richard Jackson

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- 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. EXECUTIVE SESSION
  - X. RESOLUTIONS FOR ADOPTION
  - XI. OTHER BUSINESS/UPDATES
  - XII. ADJOURNMENT
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**II. APPROVAL OF AGENDA**

Mr. Davies made a motion to approve the agenda dated May 12, 2020; seconded by Mr. Fuda. The motion was carried.

**III. APPROVAL OF PLANNING COMMISSION MINUTES**

A. Regular Meeting – April 14, 2020

Mrs. Miller made a motion to approve the Planning Commission regular minutes of April 14, 2020; seconded by Mr. Fuda. The motion was carried.

**IV. FINANCIAL REPORT**

Mr. Fuda made a motion to approve the financial report dated as of April 30, 2020; seconded by Mr. Davies. The motion was carried.

**V. COMMUNICATIONS**

Mrs. St. George made a motion to accept a letter from Katie Phillips dated April 22, 2020, requesting a 12-week maternity leave of absence from approximately June 5, 2020, to August 28, 2020; seconded by Mr. Musick. The motion carried.

**VI. DIRECTOR' S REPORT**

Julie Green told board members that in addition to the Planning Commission's regular work schedule, they we are working with the Emergency Management Agency on the pandemic response. She stated that she is not going to over the Director's Report, but if any members have any questions, to please contact her. Julie Green then offered the staff an opportunity to speak:

Katie Phillips stated that a local title company told her that April has been the busiest month that they have had in years. Nic Coggins stated that the Commissioners granted an extension of the CHIP Program and state has approved it. T.J. said that he is processing a lot of floodplain permits this month.

Mr. Marino asked Julie Green about re-opening and would like her vision on how it is going to happen at the office safely and within the governor's guidelines. Julie Green stated that she is working on a sanitation station at the entrance of the Planning Commission office where the staff and public will need to sign-in and take their temperatures before entering the office. Commissioners Fuda and Cantalamessa stated that there are masks and thermometers at the Commissioners' Office if needed for the Planning Commission. There were no further reports under the Director's Report. Mr. Cantalamessa made a motion to approve the Director's Report of May 12, 2020; seconded by Mr. Fuda. The motion was carried.

**VII. REPORTS OF COMMITTEES**

A. Revolving Loan Fund Committee

Mrs. St. George made a motion to approve the minutes of the Revolving Loan Fund Committee meeting of April 15, 2020; seconded by Mr. Cantalamessa. The motion carried.

B. Plats and Zoning Committee Meeting

Mrs. Miller made a motion to approve the minutes of the Plats and Zoning Committee meeting of May 5, 2020; seconded by Mr. Pegg. The motion carried.

**VIII. PUBLIC COMMENTS** - There were no public comments at this meeting.

**IX. EXECUTIVE SESSION**

At 9:16 a.m., Mr. Pegg made a motion to go into Executive Session per *Ohio Revised Code Section 121.22*; seconded by Mr. Cantalamessa. Roll call was taken as follows:

Mr. Cantalamessa:	Yes
Mr. Davies:	Yes
Mr. Fuda:	Yes
Mr. Marino, Jr.:	Yes
Mrs. Miller:	Yes
Mr. Moody:	Yes
Mr. Musick:	Yes
Mr. Pegg:	Yes
Mrs. St. George:	Yes

The motion carried.

At 9:44, Mr. Pegg made a motion and seconded by Mr. Moody to come out of Executive Session and return to the regular order of business. Roll call was taken as follows:

Mr. Cantalamessa:	Yes
Mr. Davies:	Yes
Mr. Fuda:	Yes
Mr. Marino, Jr.:	Yes
Mrs. Miller:	Yes
Mr. Moody:	Yes
Mr. Musick:	Yes
Mr. Pegg:	Yes
Mrs. St. George:	Yes

The motion carried.

**X. RESOLUTIONS FOR ADOPTION**

A. Plats and Zoning Committee Resolutions

Mrs. St. George made a motion to approve Resolution No. 5-2020-17; seconded by Mr. Cantalamessa. Roll call was taken as follows:

Mr. Cantalamessa:	Yes
Mr. Davies:	Yes
Mr. Fuda:	Yes
Mr. Marino, Jr.:	Yes
Mrs. Miller:	Yes
Mr. Moody:	Yes
Mr. Musick:	Yes
Mr. Pegg:	Yes
Mrs. St. George:	Yes

The motion carried.

Mr. Cantalamessa made a motion to approve Resolution No. 5-2020-18; seconded by Mr. Pegg. Roll call was taken as follows:

Mr. Cantalamessa:	Yes
Mr. Barren:	Yes
Mr. Davies:	Yes
Mr. Fuda:	Yes
Mr. Marino, Jr.:	Yes
Mrs. Miller:	Yes
Mr. Moody:	Yes
Mr. Musick:	Yes
Mr. Pegg:	Yes
Mrs. St. George:	Yes

The motion carried.

**X. OTHER BUSINESS/UPDATES**

A first reading of the Trumbull County Planning Commission By-Laws was made at this meeting, with a second reading scheduled for the Planning Commission's June, 2020, Meeting. Final reading will be held at the July, 2020, meeting.

**XI. ADJOURNMENT**

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Marino, Jr. The motion carried.

The meeting was adjourned at 9:50 a.m.

Signed: Beth A. High

Date: July 14, 2020

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