

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, MR. ROBERT MARINO, JR. ON NOVEMBER 12, 2019, AT 9:00 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

I. ROLL CALL

Roll Call was taken as follows:

Mr. David Barran	Present – Arrived at 9:01 a.m.
Mr. Mauro Cantalamessa	Present
Mr. James Davies	Present
Mr. Frank Fuda	Present
Mr. Robert Marino Jr.	Present
Ms. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Daniel Polivka	Present – Arrived at 9:07 a.m.
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: Anthony Stellato, Job & Family Services; 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. RESOLUTIONS FOR ADOPTION
- IX. OTHER BUSINESS/UPDATES
- X. ADJOURNMENT
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II. APPROVAL OF AGENDA

Mr. Davies made a motion to approve the agenda dated November 12, 2019; seconded by Mr. Fuda. The motion carried.

III. APPROVAL OF PLANNING COMMISSION MINUTES

A. Regular Meeting – October 8, 2019

Mr. Moody made a motion to approve the Planning Commission minutes of October 8, 2019; with an amendment on Page 6 (under Executive Session) to state that the start date for Katie Phillips will be November 1, 2019, instead of November 4, 2019; seconded by Mr. Fuda. The motion carried.

B. Emergency Meeting – October 22, 2019

Mrs. St. George made a motion to approve the Planning Commission minutes of the Emergency Meeting of October 22, 2019; seconded by Mr. Musick. The motion carried.

C. Special Meeting – October 29, 2019

Mr. Davies made a motion to approve the Planning Commission minutes of the Special Meeting of October 29, 2019; seconded by Mr. Cantalamessa. Mr. Musick abstained. The motion carried.

IV. FINANCIAL REPORT

Mr. Fuda made a motion to approve the financial report dated as of October 31, 2019; seconded by Mr. Cantalamessa. The motion carried.

V. DIRECTOR' S REPORT

Mrs. Green gave the Director's Report and highlighted following projects:

Mrs. Green and the staff reported on the Girard Leatherworks Clean-Up Grant Application Process and that a meeting is scheduled tonight in Girard. She reported that they are assisting the City of Girard with preparing the grant application in coordination with BRG, LLC, an environmental consulting firm, the Youngstown-Warren Regional Chamber and the City of Girard. The U.S. Environmental Protection Agency's (EPA's) Brownfield CLEANUP grant application is due in early December, and if it is awarded, funds will be used for site remediation of three parcels of the city-owned properties at the former Ohio Leatherworks site.

V. DIRECTOR' S REPORT, Continued:

Mr. Keiran reported that the staff have spent a significant amount of time researching tools related to ArcGIS Pro and coordinating the Trumbull County GIS/Tax Map Department in order to update licenses and install tools on staff computers that will assist in planning and project development. He stated that he presented a tool depicting property information and other cartographic techniques at the Northwest Pennsylvania GIS Conference at Clarion University.

Mrs. Green introduced Katie Phillips, Plats and Zoning/Community Development Coordinator, to the board. Katie stated that she stated on November 1, 2019, and is looking forward to working with the staff and board of the Planning Commission.

Mr. Fuda made a motion to approve the Director's Report of November 12, 2019; seconded by Mrs. Miller. The motion carried.

VI. REPORTS OF COMMITTEES

A. Plats and Zoning Committee Meeting

Mr. Musick made a motion to approve the minutes of the Plats and Zoning Committee meeting of November 5, 2019; seconded by Mrs. Miller. The motion carried.

VII. PUBLIC REMARKS - There were no public comments at this meeting.

VIII. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mr. Musick made a motion to approve Resolution Nos. 11-2019-56, 11-2019-57, 11-2019-58, 11-2019-59, 11-2019-60, 11-2019-61, 11-2019-62, 11-2019-63, and 11-2019-64 (Approvals); seconded by Mr. Fuda. The motion carried.

Mr. Polivka made a motion to approve Resolution No. 11-2019-65 (Denial); seconded by Mrs. St. George. The motion carried.

IX. OTHER BUSINESS/UPDATES

- A. Mr. Fuda made a motion to amend the Modification No. 1 to the Engineering Agreement (Section 4 – Compensation & Payment) with MS Consultants, 333 East Federal Street, Youngstown, Ohio 44502, and approval of the Chairman (not Director) of the Planning Commission to sign the modification; seconded by Mrs. Miller. The motion carried.

IX. OTHER BUSINESS/UPDATES, Continued:

Mrs. Miller made a motion to approve Modification No. 1 as amended to the Engineering Agreement (Section 4 – Compensation & Payment) with MS Consultants, 333 East Federal Street, Youngstown, Ohio 44502, and approval of the Chairman of the Planning Commission to sign the modification; seconded by Mrs. St. George. The motion carried.

- B. Mr. Fuda made a motion to amend Modification No. 2 to the Engineering Agreement (Section 4 – Compensation & Payment) with MS Consultants, 333 East Federal Street, Youngstown, Ohio 44502 and approval of the Chairman (not Director) of the Planning Commission to sign the modification; seconded by Mr. Polivka. The motion carried.

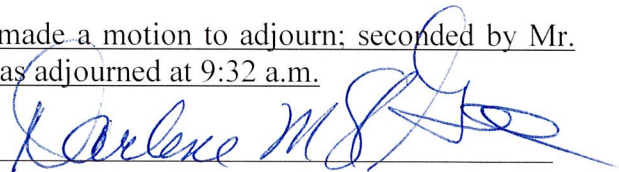
Mr. Davies made a motion to approve Modification No. 2 as amended to the Engineering Agreement (Section 4 – Compensation & Payment) with MS Consultants, 333 East Federal Street, Youngstown, Ohio 44502, and approval of the Chairman of the Planning Commission to sign the modification; seconded by Mr. Moody. Mrs. St. George abstained. The motion carried.

- C. Mr. Fuda made a motion to change the job title of Julie M. Green from Interim Director to Director effective November 12, 2019; seconded by Mr. Polivka. The motion carried.

XI. ADJOURNMENT

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Musick. The motion carried. The meeting was adjourned at 9:32 a.m.

Signed



Date

12/19/19