

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON APRIL 11, 2017, AT 9 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

Roll Call was taken as follows:

Mr. David Barran	Present
Mr. Jeff Brown	Present
Mr. Mauro Cantalamessa	Present
Mr. Frank Fuda	Present
Mr. Lewis Kostoff	Present
Mr. John Mahan	Present
Mr. Richard Musick	Present
Mr. Daniel Polivka	Absent
Mrs. Darlene St. George	Present
Mr. James Shader	Present
Mr. John Sliwinski	Absent

Trumbull County Planning Commission Staff:

Shane Burkholder	Rich Fender
Christine Clementi	Trish Nuskievicz, Director

Also in attendance: David Martin, McDonald Village Planning Commission

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

I. APPROVAL OF AGENDA

Mr. Mahan made a motion to approve the agenda dated April 11, 2017; seconded by Mr. Fuda. The motion carried.

II. APPROVAL OF PLANNING COMMISSION MINUTES

Mr. Shader made a motion to approve the Planning Commission minutes of the March 16, 2017, Board meeting; seconded by Mr. Fuda. Mr. Musick abstained from voting. The motion carried.

III. FINANCIAL REPORT

Mr. Brown made a motion to approve the financial report dated as of March 31, 2017, seconded by Mr. Fuda. The motion carried.

IV. COMMUNICATIONS

A. Letter from Mitzi Sabella dated March 28, 2017

The board reviewed the above-mentioned letter from Mitzi Sabella whereas Ms. Sabella stated that she is resigning from her job as Administrative Assistant at the Planning Commission effective April 7, 2017, to take a position in the county grant's office. Mrs. St. George made a motion to accept Mitzi Sabella's letter of resignation effective April 7, 2017. The motion was seconded by Mr. Mahan and carried.

V. DIRECTOR'S REPORT

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

A. Contractual Planning Activities

Trish Nuskievicz reported that the Planning Commission has entered into a contract with Brookfield Township to provide an existing land use map, future land use map, and proposed zoning map utilizing ArcGIS software. Ms. Nuskievicz also stated that the Planning Commission entered into a contract with Southington Township to provide a Historic Overlay District, help establish a design review committee and create design review guidelines.

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B. Warren City Comprehensive Plan Update

Ms. Nuskievich reported that the staff has started compiling the Inventory Section of the plan, and GIS mapping is underway for the Transportation and Land Use Sections.

C. Economic Development

Trish Nuskievich reported that the staff is working with Anderson DuBose on an Enterprise Zone Agreement for an expansion at its facility in Lordstown adding 20 jobs at the site.

D. Subdivision Regulations

The Commission briefly discussed amending the county Subdivision Regulations, particularly the section pertaining to monument boxes. Ms. Nuskievich stated that she is currently reviewing the Regulations for future amending.

Mr. Musick made a motion to approve the Director's Report of April 11, 2017, seconded by Mr. Cantalamessa. The motion carried.

VI. REPORTS OF COMMITTEES

A. Executive Committee - Lewis Kostoff, Chairman

Copies of the Executive Committee Report of April 3, 2017, were included in the Board Members' books for review. Mr. Shader made a motion to approve the April 3, 2017, Executive Committee Report; seconded by Mr. Mahan. The motion carried.

B. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of April 4, 2017, were included in the Board Members' books for review. Mr. Mahan made a motion to approve the April 4, 2017, Plats and Zoning Committee Report; seconded by Mr. Brown. The motion carried.

VII. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mr. Mahan made a motion to approve Resolution Nos. 4-2017-13 and 4-2017-14, seconded by Mr. Fuda. Mrs. St. George abstained from voting. The motion carried.

VII. RESOLUTIONS FOR ADOPTION, continued

A. Plats and Zoning Committee Resolutions, continued

Mr. Brown made a motion to approve resolution Nos. 4-2017-15, 4-2017-16, and 4-2017-17; seconded by Mr. Mahan. Motion carried.

VIII. OTHER BUSINESS

A. Security Issues

The Commission members discussed security issues at the office. Mr. Cantalamessa stated that an electronic "eye" and mirror would be installed soon. Mrs. St. George suggested inviting Sheriff Monroe to the office to discuss ways to improve office security.

B. Staff Replacements

Mr. Cantalamessa made a motion to change the following job titles and pay rates:

Nicholas Coggins to Economic Development Coordinator, pay range 11, 0 years, and Shane Burkholder to Planner III, pay range 10, 0 years; both effective April 11, 2017. The motion was seconded by Mr. Mahan and carried.

Mrs. St. George suggested using interns from Youngstown State University to assist the Commission with various projects.

IX. ADJOURNMENT

There being no further business, Mr. Shader made a motion to adjourn; seconded by Mr. Fuda. The motion carried. The meeting was adjourned at 10:15 a.m.

Signed Levin Kostoff

Date 5/9/2017

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