

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON SEPTEMBER 13, 2016, AT 9:00 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	Absent
Mr. Frank Fuda	Present
Mr. Lewis Kostoff	Present
Mr. John Mahan	Present
Mr. Richard Musick	Present
Mr. Daniel Polivka	Present
Mr. James Shader	Present
Mr. John Sliwinski	Present

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Director	Rich Fender
Shane Burkholder	Mitzi Sabella
Nick Coggins	Cheryl Wood
Julie Edwards	

Also in attendance: Tim Giglio and Amanda Delgarbino, Giglio, Inc; William Vine, D-2016-8 – Vine Deed; and Sarah Lown, Western Reserve Port Authority

---

- 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. Musick made a motion to approve the agenda dated September 13, 2016; seconded by Mr. Mahan. The motion carried.

**II. APPROVAL OF PLANNING COMMISSION MINUTES**

Mr. Shader made a motion and seconded by Mr. Mahan to approve the Planning Commission minutes of the August 9, 2016, Board meeting. The motion carried.

Mr. Brown made a motion and seconded by Mr. Shader to approve the Planning Commission minutes of the August 23, 2016, Special Board meeting. The motion carried.

**III. FINANCIAL REPORT**

Mr. Brown made a motion to approve the financial report dated as of August 31, 2016; seconded by Mr. Fuda. The motion carried.

**IV. COMMUNICATIONS**

- A. Planning Commission action of August 9, 2016, to accept Anthony Kobak's letter of resignation effective August 16, 2016

Mr. Polivka made a motion and seconded by Mr. Mahan to rescind Trumbull County Planning Commission's action of August 9, 2016, to accept Anthony Kobak's letter of resignation effective August 16, 2016. The motion carried.

- B. Letter of resignation from Anthony Kobak effective September 1, 2016

The board reviewed a letter addressed to Trish Nuskievicz from Anthony Kobak in which he states his resignation as Comprehensive Planning Coordinator at the Trumbull County Planning Commission with his last day on September 1, 2016. Mr. Mahan made a motion to accept Anthony Kobak's letter of resignation effective September 1, 2016; seconded by Mr. Polivka. The motion carried.

**V. DIRECTOR'S REPORT**

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

**V. DIRECTOR'S REPORT - Continued:**

A. Outreach and Meetings

Ms. Nuskievicz reported to the Planning Commission members present on the various meetings that the staff has attended during the last month. Ms. Nuskievicz also reported that the staff completed a 12-week Summer Walking Program, which was funded through a departmental grant from the Trumbull County Wellness Committee. She stated that the Planning Commission staff logged 4,298,253 steps during the 12-week session.

B. Braceville Township Comprehensive Plan

Ms. Edwards reported that the final public presentation for the draft comprehensive plan was held on August 16, 2016, at the Town Hall in Braceville Township.

C. Plats and Zoning Activities

Ms. Nuskievicz stated that the staff continues to provide community planning and zoning assistance to the unincorporated areas of Trumbull County including the administration of the Subdivision Regulations for all townships.

D. Economic Development Activities

Julie Edwards reported that Starr Manufacturing paid the remaining balance on its loan through the Revolving Loan Fund Program. She also stated that the staff participates in NEOTEC Board of Trustees and the Joint Marketing and Foreign Trade Zone Committee meetings.

Mr. Shader made a motion to accept the Director's Report of September 13, 2016; seconded by Mr. Fuda. The motion carried.

**VI. REPORTS OF COMMITTEES**

A. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of September 6, 2016, were included in the Board Members' books for review. Mr. Brown made a motion to accept the September 6, 2016, Plats and Zoning Committee Report; seconded by Mr. Fuda. The motion carried.

**VII. RESOLUTIONS FOR ADOPTION**

A. Plats and Zoning Committee Resolutions

Mr. Mahan made a motion and seconded by Mr. Sliwinski to adopt Resolution Nos. 9-2016-45, 9-2016-46, 9-2016-47, 9-2016-48, 9-2016-49, 9-2016-50, 9-2016-51 and 9-2016-52. The motion carried.

**VIII. OTHER BUSINESS**

There were no items for Other Business.

**IX. ADJOURNMENT**

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Polivka. The motion carried. The meeting was adjourned at 9:45 a.m.

Signed *Levin Kostoff*

Date October 11, 2016