



Lima/Allen County  
**REGIONAL PLANNING  
COMMISSION**

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**TO:** Jerry Gilden  
Steve Ewing  
Jamie Mehaffie  
Brion Rhodes  
Kelli Singhaus  
Mitch Kingsley  
Doug Post

**FROM:** Howard Elstro, Chairman

**DATE:** October 18, 2023

**RE:** AAC Meeting

There will be a meeting of the **Administrative Affairs Committee** of the Lima-AllenCounty Regional Planning Commission on **Wednesday, October 25, 2023** at **4:00 pm**, in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda will be as follows:

1. Roll Call
2. Approval of AAC Minutes – September 27, 2023
3. Staff Evals
4. Health Insurance Renewal
5. Other
6. Adjournment

**In order to ensure a quorum, please respond to this notice with whether or not you will be in attendance, thank you.**

**ADMINISTRATIVE AFFAIRS COMMITTEE**  
**October 25, 2023**

There was a meeting of the **Administrative Affairs Committee** of the Lima-Allen County Regional Planning Commission on **October 25, 2023**, at **4:00** p.m. in the Commission office at 130 West North Street, Lima, Ohio.

Howard Elstro opened the meeting at 4:02 pm and served as the chair pro-tem and proceeded with the agenda.

**1. ROLL CALL**

Mr. Howard Elstro	City of Lima
Ms. Kelli Singhaus	Allen County
Mr. Jerry Gilden	Marion Township
Mr. Brion Rhodes	Allen County

**GUESTS**

**STAFF**

Ms. Tara Reynolds Bales	Lima-Allen County Regional Planning Commission
Ms. Rebecca Phillips	Lima-Allen County Regional Planning Commission
Ms. Shaunna Basinger	Lima-Allen County Regional Planning Commission

**2. APPROVAL OF AAC MINUTES- September 27, 2023**

**Motion 25 (10-25-2023) AAC**

Mr. Rhodes made the motion to approve the minutes from September 27, 2023. Seconded by Jerry Gilden. Motion carried.

**3. STAFF EVALS**

Ms. Reynolds Bales stated that LACRPC staff member self-evaluations and one on one meetings are complete.

**Motion 26 (10-25-2023) AAC**

Ms. Singhaus made the motion at 4:04 p.m. to move into executive session to discuss staff evaluations, merit raises, and accepting sick leave from previous employer. Seconded by Mr. Rhodes. Motion carried.

**Motion 27 (10-25-2023) AAC**

Mr. Rhodes made the motion at 5:02 p.m. to exit executive session. Seconded by Ms. Singhaus. Motion carried.

On a non-precedent setting basis, LACRPC accepts 60 hours of 127.13 hours of accumulated sick leave from Rebecca Phillips' employment with Rhodes State College (12/06/2005/-09/06/2011). Committee recognizes there is no requirement to accept any hours of the above-mentioned hours due to ten years limitation. Accepted hours must be used before any hours earned at LACRPC. Accepted hours cannot be converted to cash.

**Motion 28 (10-25-2023) AAC**

Mr. Rhodes made the motion to accept the 60 hours of accumulated sick leave per the specifics listed above. Seconded by Ms. Singhaus. Motion carried.

**4. HEALTH INSURANCE RENEWALS**

Ms. Phillips presented 2024 health insurance renewal rates with an increase of 3%. There was discussion of Brandon Casler on the renewal. Ms. Reynolds Bales reported she has called Berry Insurance for confirmation Mr. Casler's insurance has been cancelled. He is listed because the information for the renewal was months ago when he was still employed with LACRPC. The annual amount will be slightly less than presented since he no longer on the plan. Ms. Reynolds Bales explained LACRPC has the option to shop for lower rates. However, it is likely the shopped rates could be higher.

**Motion 29 (10-25-2023) AAC**

Mr. Rhodes made the motion to recommend to the Executive Committee to accept 2024 health insurance as presented. Seconded by Mr. Gilden. Motion carried.

**5. OTHER**

**6. Adjournment**

**Motion 30 (10-25-2023) AAC**

Mr. Rhodes made the motion to adjourn. Seconded by Mr. Gilden. The motion carried.

The meeting Adjourned at 5:15 p.m.