



Lima/Allen County
**REGIONAL PLANNING
COMMISSION**

130 W. North Street
Lima, OH 45801
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www.lacrpc.com

Beth Seibert
President

Doug Post
President-Elect

Jerry Gilden
Treasurer

Brion Rhodes
Secretary

Tara Reynolds Bales
Executive Director

TO: EXECUTIVE COMMITTEE
Kevin Cox Howard Elstro Steve Ewing
Jerry Gilden Mitch Kingsley Jamie Mehaffie
Doug Post Brion Rhodes Chuck Schierloh
Sean Chapman Larry Vandemark Paul Basinger

FROM: Beth Seibert, Chair

DATE: October 20, 2023

RE: EC Meeting

There will be a meeting of the **Executive Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, October 26, 2023 at 4:00 p.m.** at the Commission office located at 130 W. North Street, Lima, Ohio.

The agenda will be as follows:

1. Roll Call
2. Approval of EC minutes – September 28, 2023
3. Communications
4. Financial Report
 - a. Budget Report
 - b. Bills to be Approved
 - c. Payroll and OPERS
5. Standing Committees Reports
 - a. Administrative Affairs Committee
 - b. Community Development Committee
 - c. Developmental Controls Committee
 - d. Transportation Coordinating Committee
6. Other Committee Reports
7. Staff Planning Assistance Report
8. Old Business
9. New Business
10. Adjournment

Meeting agendas/minutes are published on the LACRPC website; click on the “Committees” tab on the left for more information. Any questions, please feel free to contact the Commission Office at 419-228-1836.

NOTE: IN ORDER TO ENSURE A QUORUM PLEASE RESPOND TO THIS NOTICE WITH WHETHER OR NOT YOU PLAN TO ATTEND. THANK YOU!

October 26, 2023

EXECUTIVE COMMITTEE

October 26, 2023

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met on **Thursday, October 26, 2023, at 4:00 p.m.** in the Commission office located at 130 West North Street, Lima, Ohio.

A quorum being present, Beth Seibert brought the meeting to order at 4:00 p.m. and proceeded with the agenda.

1. ROLL CALL

Jerry Gilden	Marion Township
Beth Seibert	Allen County Commissioner
Paul Basinger	American Township
Chuck Schierloh	City of Lima
Howard Elstro	City of Lima
Steve Ewing	Auglaize Township

STAFF

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

2. APPROVAL OF EC MINUTES – September 28, 2023

Motion 80 (10-26-2023) EC

Mr. Gilden motioned that the Executive Committee minutes of September 28, 2023, be approved. Seconded by Mr. Ewing, the motion carried.

3. CORRESPONDANCE

Ms. Reynolds Bales reported there were no correspondance.

4. FINANCIAL REPORT

Ms. Phillips provided the budget revenue and budget expense reports. Ms. Seibert requested the credit card statement be itemized going forward. Mr. Schierloh complimented the new clear and readable report format. Ms. Phillips presented all paid invoices for approval as well as a new approval form clarifying that only members who are present at the meeting are needed to view and sign the invoice packet.

Motion 81 (10-26-23) EC

Mr. Schierloh made the motion to approve the budget revenue, budget expense reports, and payment of the bills, payroll, and OPERS as presented. Seconded by Mr. Ewing, the motion carried.

5. STANDING COMMITTEES

a. Administrative Affairs Committee

Mr. Elstro reported the AAC met on October 25, 2023, and discussed the completed staff evaluation, potential cost of living/merit wage increases, and health insurance options. AAC recommended acceptance of the health insurance option presented by the Director. The AAC also passed a motion to accept accumulated sick time from a previous employer for Rebecca Phillips on a non-precedent setting basis and suggests the Executive Committee follow their recommendation. The Director will bring back a schedule for 2024 staff wages to AAC in October.

Motion 82 (10-26-23) EC

Mr. Elstro made the motion to allow the Executive Director to proceed with entering into a 2024 health insurance contract. Seconded by Mr. Basinger. Discussion clarified that health insurance premiums would increase by 3.1% and that there was no desire to go out to bid. We will continue with current vendor. The motion carried.

Motion 83 (10-26-23) EC

Mr. Elstro made the motion to approve the AAC recommendation regarding the acceptance and assignment of 60 hours of leave balance for Recebba Phillips. Seconded by Mr. Ewing, the motion carried.

Motion 84 (10-26-23) EC

Mr. Gilden made the motion to accept the AAC report. Seconded by Mr. Schierloh, the motion carried.

b. Community Development Committee

Ms. Basinger reported that the CDC did not meet in October.

c. Developmental Controls Committee

Mr. Schierloh reported the DCC met on October 10, passing two resolutions concerning zoning regulations in Richland Township.

Motion 85 (10-26-23) EC

Mr. Schierloh made the motion to accept the DCC report. Seconded by Mr. Ewing, the motion carried.

d. Transportation Coordinating Committee

Ms. Seibert reported that the TCC met on October 26th and received an RTA update, approved the FINAL 2022 Allen County Traffic Crash Summary Report, and got a clarification on the Urban Area Map currently being updated for ODOT approval.

Motion 86 (10-26-23) EC

Mr. Gilden made the motion to accept the TCC report. Seconded by Mr. Elstro, the motion carried.

6. OTHER COMMITTEE REPORTS

a. CAC Committee

Ms. Basinger reported that the CAC met on October 24th, received an introduction to Ms. Phillips, and was updated regarding the RTA, the 2022 Allen County Traffic Crash Summary Report, the Urban Area Map, and the recently passed Safety Performance Measures.

b. TAC Committee

Ms. Basinger reported that the TAC met on October 24th to receive an RTA update, clarification on the Urban Area Map, and motioned to recommend the FINAL 2022 Traffic Crash Summary Report to the TCC for approval.

Motion 87 (10-26-23) EC

Mr. Ewing made the motion to accept the CAC and TAC reports. Seconded by Mr. Gilden, the motion carried.

7. DIRECTOR’S REPORT- STAFF REPORT: September 2023

Ms. Reynolds Bales reported that LACRPC has received all needed information from Core Consulting and it has been given to ODOT so they can prepare for the project to go out to bid. Ms. Reynolds Bales reports she recieved confirmation that the building funds will not expire.

Ms. Reynolds Bales presented the September 2023 staff report highlighting the work done to host the 25th Annual Safe Community Awards, the 91 YTD lot splits, and the RTPO progress.

Ms. Reynolds Bales Reported Ms. Phillips is working on the 2024 Budget draft, including the WORPO.

Motion 88 (10-26-23) EC

Mr. Basinger made the motion to accept the Director Report report. Seconded by Mr. Gilden, the motion carried

8. OLD BUSINESS

9. NEW BUSINESS

Ms. Phillips reported that signatures are needed for the Audit Engagement with BHM, the same firm LACRPC has used in the past, with an estimated cost of \$8k- \$9k. The audit period is July 2022 through June 2023.

Motion 89 (10-26-23) EC

Mr. Elstro made the motion to enter into engagement for audit, specifying the amount to not exceed \$9,000. Seconded by Mr. Ewing, the motion carried

10. ADJOURNMENT

Motion 90 (10-26-23) EC

Mr. Ewing made the motion that the meeting be adjourned. Seconded by Mr. Gilden, the motion carried.

The meeting adjourned at 4:38 p.m.

Submitted by:

Accepted by:

Signature/Secretary

Signature/RPC President

Date:_____

Date:_____