

EC – April 25, 2024

EXECUTIVE COMMITTEE

April 25, 2024

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met in regular session on **Thursday, April 25, 2024, 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 4:02 p.m. and roll was taken.

1. ROLL CALL

Kevin Cox
Howard Elstro
Steve Ewing
Jerry Gilden
Mitch Kingsley
Jamie Mehaffie
Brion Rhodes
Chuck Schierloh
Beth Seibert

Perry Township
City of Lima
Auglaize Township
Marion Township
Village of Bluffton
City of Delphos
Allen County
City of Lima
Allen County

GUESTS

Brad Baxter

Bath Township

STAFF

Tara Reynolds Bales
Rebecca Phillips
Tonya Dye

Lima-Allen County Regional Planning Commission
Lima-Allen County Regional Planning Commission
Lima-Allen County Regional Planning Commission

2. APPROVAL OF EC AGENDA – April 25, 2024

Motion 25 (4-25-2024) EC

Mr. Ewing moved that the agenda be approved as presented. Seconded by Mr. Rhodes; the motion carried.

3. APPROVAL OF EC MINUTES – March 21, 2024

Motion 26 (4-25-2024) EC

Mr. Gilden moved that the Executive Committee minutes of March 21, 2024, be approved. Seconded by Mr. Kingsley; the motion carried.

4. CORRESPONDENCE

Ms. Reynolds Bales had no correspondence to report, nor did any other committee member.

5. FINANCIAL REPORT

Ms. Phillips provided the budget revenue, budget expense, bills to be approved, payroll, and OPERS reports. Most MPO memberships are still being received. She has personally spoken with them and is working to get those submitted. The AAC may request a change to the budget regarding the building renovations when the ODOT funds are finalized. The funds should flow through ODOT and not LACRPC, but until the agreement is reviewed and accepted, the funds remain in the budget.

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The LACRPC services are slightly higher. The RTPO payment was made, but we are waiting on reimbursement. Ninety percent is reimbursed through ODOT, while 10% of the cost is covered by WORPO memberships. In March, the Webb Insurance annual payment was also due. It reflects the additional staff, building, auto, and errors & omissions coverage.

The AEP bill is also very high, with one month the total being \$1842. The overall energy efficiency issues were discussed in the AAC and how they may be addressed with the ODOT building renovations.

The expenses and payments need to be reviewed and signed by members of the committee. It was noted that the fund balances match.

Motion 27 (4-25-2024) EC

Mr. Elstro made the motion to approve the budget revenue, budget expense reports, and payment of the bills, payroll, and OPERS as presented. Seconded by Mr. Mehaffie; questions were then taken.

Mr. Gilden asked if the directors and officers had insurance coverage. It was understood that this should be under the errors and omissions portion of the insurance coverage. Mr. Gilden offered to look at the policies, which was accepted.

No other questions were presented, a **VOTE** was taken. The motion carried to approve the budget revenue, budget expense reports, and payment of the bills, payroll, and OPERS as presented.

6. STANDING COMMITTEES

a. Administrative Affairs Committee

Mr. Elstro reported that the AAC met on April 24th. The minutes from March 20, 2024 were approved. Ms. Kinear was introduced to the committee. The associate planner was to start in person in a week. The committee approved a job description for an intern at 20 hours a week. If the budget or need permitted, it was possible a 2nd intern would be requested. The paid internship may help yield prospects for future employment.

The Building Renovation project was discussed. Mr. Randy Lane with ODOT attended virtually. The organization will need to prioritize improvements if there are funding overages. Any overages would be LACRPC's cost. The contractors have already been vetted by ODOT, so availability and match to the project needs are the project management factors.

The final court disposition regarding Mr. Kasler was reported to the committee. He was given two years of probation, restitution, and community service. There is a suspended sentence if conditions are not met. A \$40 restitution payment has been received.

After Mr. Elstro's committee report, the EC discussed the energy bills and building renovation. It was asked if there was a cost/savings benefit to LED lighting. Mr. Elstro stated there had been with the city, who additionally leveraged rebates from the state and AEP. An energy audit would be beneficial. Ms. Seibert said that the organization is small enough that it should be eligible for the Lima Aggregate rate on the electric bill. The furnace is all electric; it would need to be determined if gas is an alternative. Ms. Reynolds Bales said we may be under a contract for the utilities that may hamper switching services and rates.

When asked about a contractor for the building renovations, Mr. Elstro said Mr. Lane could not give a definitive answer. We should have a draft agreement in a week or two. We should not be looking at months to get started however.

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Motion 28 (4-25-2024) EC

Mr. Cox moved to accept the Administrative Affairs Committee Report. Seconded by Mr. Kingsley; motion carried.

b. Community Development Committee

Mr. Kingsley reported that the CDC did not meet officially in March. There was not enough for a quorum for the regular meeting; however as the agenda was the same for the CAC and the CDC, members were invited to attend the CAC meeting as there was a speaker.

c. Developmental Controls Committee

Mr. Schierloh reported that the DCC met on March 26th, 2024. Conditional approval was given for the Lost Creek Country Club No. 1 Final Plat. The DCC met again on April 9th, 2024. Six items were on the agenda. In Auglaise Township, three items were accepted and one item was denied. Approved was a rezoning of 4 parcels from R1 to B1 on State Route 117, a rezoning of 2.61 acres from Rural to M-1 with the condition of a structure demolition, and a change in the Zoning Resolutions to add Renewable Energy Systems. The denial involved a zoning petition for 24 parcels from A to R1. The denial recommendation was to reduce future confusion in terms of zoning, transfers, and tax determinations, and the creation of strip zoning. The staff offered suggestions as to a more conducive rezoning scenario.

In Bath Township, two items were accepted. A rezoning petition for 28.8 acres from R1 to RPUD was approved along Slabtown Road. The township supported the change and the Home Owners Association would be responsible for maintenance of the PUD. The second item involved minor changes and updates to the zoning resolutions.

Motion 29 (4-25-2024) EC

Mr. Gilden moved to accept the Developmental Controls Committee Report. Seconded by Mr. Elstro; motion carried.

d. Transportation Coordinating Committee

Mr. Mehaffie reported that the TCC met earlier on the 25th. The RTA provided a ridership report and employment status updates. The DRAFT of the Allen County Active Transportation Plan and the DRAFT Analysis of Impediments will be presented soon for review before opening the process to public comment. Three resolutions were adopted involving the Breese Road projects. The Lima-Allen County Regional Planning Commission's Annual Report and the FY 2025 Unified Planning Work Program (UPWP) were approved. Ms. Phillips had presented two resolutions regarding the acceptance of the UPWP for transmittal to ODOT and the use of the report as the basis for federal funding. Those resolutions were passed.

Motion 30 (4-25-2024) EC

Mr. Elstro made the motion to accept the TCC report. Seconded by Mr. Ewing; the motion carried.

7. OTHER COMMITTEE REPORTS

a. CAC Committee

Ms. Reynolds Bales said that the CDC had been invited to the CAC meeting as there was a speaker and with the addition of a new staff member who would be the staff liaison with these committees, it was important that as many committee members from the two organizations could attend as these committees meet quarterly. Kirk Niemeyer presented on the Aquatic Center. Mr. Doyle spoke regarding the Analysis of Impediments and the HMDA data underlying part of that report. Ms. Kinnear was presented to the committee and will be interacting with the membership to guide those committees in the future.

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b. TAC Committee

Mr. Mehaffie reported that the TAC met on April 23rd, with the same agenda as the TCC. The RTA report regarding ridership, the mobile app, building construction, and employment issues were discussed. The information regarding the DRAFT Active Transportation Report and the DRAFT Analysis of Impediments was given. The Resolutions referred to in the TCC Report had been approved for conveyance to the TCC.

Motion 31 (4-25-2024) EC

Mr. Rhodes made the motion to accept the CAC and TAC reports. Seconded by Mr. Kingsley; the motion carried.

8. DIRECTOR'S REPORT- STAFF REPORT: March 2024

Ms. Reynolds Bales shared that the AAC received the report that everyone who uses the credit card issued to the Lima-Allen County Regional Planning Commission has been trained by the County Treasurer's office, which included the changes in the ORC. There is a Sign-In/Sign-Out Sheet with forms related to the use of the card, which is under lock. All staff has also attended the Ethics Training.

The Lima-Allen County Regional Planning Commission in conjunction with the County Prosecutor's Office will be offering a Township Zoning Workshop on June 12th. Mr. Doyle has been working on the Analysis of Impediments Report, after which, he will pick up the Triannual Reporting and the Amanda Township Comprehensive Plan.

The Housing Select Committee's report is out from the State, listing the common themes and policy solutions regarding housing issues statewide.

Motion 32 (4-25-2024) EC

Mr. Elstro made the motion to accept the Director's Report. Seconded by Mr. Ewing; the motion carried.

9. OLD BUSINESS

There is no old business to discuss.

10. NEW BUSINESS

Ms. Reynolds Bales stated that Ms. Barry would present on WORPO with the WORPO directors available on Zoom.


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11. ADJOURNMENT

Motion 33 (4-25-2024) EC

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

The meeting adjourned at 4:38 p.m.

Submitted by:



Signature/Secretary

Date: 5/23/2024

Accepted by:



Signature/RPG President

Date: 5/23/2024