

EC – August 22, 2024

EXECUTIVE COMMITTEE

August 22, 2024

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met in regular session on **Thursday, August 22, 2024, at 4:00 p.m.** in the Commission office located at 130 West North Street, Lima, Ohio.

A quorum being present, Chairperson Doug Post brought the meeting to order at 4:02 p.m. and roll was taken.

1. ROLL CALL

Brad Baxter	Bath Township
Howard Elstro	City of Lima
Jerry Gilden	Marion Township
Doug Post	Amanda Township
Brion Rhodes	Allen County
Chuck Schierloh	City of Lima
Kelli Singhaus	Allen County

STAFF

Tara Reynolds Bales	Lima-Allen County Regional Planning Commission
Rebecca Phillips	Lima-Allen County Regional Planning Commission
Tonya Dye	Lima-Allen County Regional Planning Commission

2. APPROVAL OF EC AGENDA – August 22, 2024

Motion 57 (8-22-2024) EC

Mr. Gilden moved that the agenda be approved as presented. Seconded by Mr. Elstro; the motion carried.

3. APPROVAL OF EC MINUTES – July 25, 2024

Motion 58 (8-22-2024) EC

Mr. Baxter moved that the Executive Committee minutes of July 25, 2024, be approved. Seconded by Mr. Rhodes; the motion carried.

4. CORRESPONDENCE

Ms. Reynolds Bales said that LACRPC had received a letter from the Attorney General's office regarding their ability to collect on restitution owed to the agency, as it was still owed 120 days after sentencing. It would be 11% for them to collect. At this time, the services offered are not needed as the agency has been receiving payments. We will submit proof of payment monthly and will let them know if we need their assistance in the collection of the restitution.

ACRTA will be sending out invitations for their open house in September to celebrate their 50th anniversary. There will be an open house, giveaways, and light refreshments.

5. FINANCIAL REPORT

Ms. Phillips provided the budget revenue, budget expense, bills to be approved, payroll, and OPERS reports. The agency has received 34% of the funds expected for the fiscal year. There is a budget prepared to remove the funds for the building renovations. The agency is just waiting for ODOT to sign the contract.

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With that removed, the revenue received will be approximately 47%. For the expense budget, 33% had been spent as of July 31st. When the building renovations project is removed, the percentage spent is 45.9%, so the overall expenses are running pretty evenly with revenue. Expenditures were higher than normal due to the GIS software renewal in July, payment to the CPA firm doing the audit, and 3 pay periods in July. We will be emphasizing working in the 600 series to drawdown ODOT funds. Ms. Phillips also noted that the fund amounts and cash balances match the Auditor's office.

Motion 59 (8-22-2024) EC

Ms. Singhaus made the motion to approve the budget revenue, budget expense reports, and payment of the bills, payroll, and OPERS as presented. Seconded by Mr. Gilden; the motion carried.

6. STANDING COMMITTEES

a. Administrative Affairs Committee

The AAC met and discussed the ODOT Building Contract. As stated previously, we are waiting on ODOT to sign the document to move forward with contractor selection and project planning. There was a discussion about the CDBG Grant administration and how it has been a budgetary loss throughout the entire time we have held the administration. The agency is looking at ways to become more efficient as an office. We recognize that the CDBG and CHIP grants are valuable programs to the community, but we also have to advocate for our agency and prioritize those projects that do not drain resources. The Employee Review form is being updated. The Records Commission will meet on 9/4. The Bylaws Committee is still recruiting membership, and that will be on each of the standing committee agendas for the next cycle. The County Audit found that we are still doing cleanup from the previous financial director. Two findings were noted: 1 double paid invoice, and 1 status report not submitted on time. These have been addressed and procedures put in place to avoid these errors. The agency has been given authorization to dispose of the stored material upstairs belonging to Mr. McDonald. The family was contacted, indicated that they would review the materials, but never showed up for the appointment.

Motion 60 (8-22-2024) EC

Mr. Baxter made the motion to accept the Committee Report. Seconded by Mr. Rhodes; motion carried.

b. Community Development Committee

The Community Development Committee meets quarterly; there is no report.

c. Developmental Controls Committee

The DCC met twice since the last meeting. The Perry Township rezoning of property from Agricultural to Industrial for the proposed data center. The area this would impact includes residential homes and the roadway infrastructure is not present. The agency requested denial of the petition; the committee accepted the petition with conditions. There was no one at the meeting to represent the petition. There will be a open meeting in Perry Township on the issue on August 28th. The second meeting involved a rezoning in Bath Township, where the staff recommended denial and the committee concurred with that assessment.

Motion 61 (8-22-2024) EC

Mr. Elstro made the motion to accept the Committee Report. Seconded by Mr. Baxter; motion carried.

d. Transportation Coordinating Committee

The TCC met prior to the EC meeting and approved the Draft UPWP 2024 Completion Report so that it could move to public comment. Every year ODOT requires a report of what has been completed by the MPO. The report is due to ODOT on September 30th.

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Two resolutions were also passed by the TCC. The first is the SPMI Performance Measures, a yearly review and reduction in targets that match the state's anticipated goals. The next was to move PID 118800 to the STIP as funding had been found for that project and it needed an amendment to move to the STIP to begin the project.

Motion 62 (8-22-2024) EC

Mr. Schierloh made the motion to accept the Committee Report. Seconded by Mr. Rhodes; motion carried.

7. OTHER COMMITTEE REPORTS

The Citizens Advisory Committee meets quarterly; there is no report. No one spoke on the Transportation Advisory Committee.

8. DIRECTOR'S REPORT- STAFF REPORT

Ms. Reynolds Bales summarized some of the activities that the LACRPC staff have undertaken over the last month. The staff is working with AEDG to find where development should be looking and what potential issues there are with sites around the county. Zoning projects took a lot of time and work, especially on the Perry Township petition. Staff is working on the Completion Report. Staff is trying to develop a Planning Podcast to improve public participation with the help of iHeart Radio. Ms. Kinear and Mr. Doyle have recorded one segment. We are open to suggestions on what we can do to aid the county outside our normal work endeavors. The Amanda Comprehensive plan is being addressed. Ms. Barry is going out of each county to collect projects for WORPO. The SEDS report is also being developed to help with regional grants.

Motion 63 (8-22-2024) EC

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

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

There is a vacant at-large member for this committee. The nomination of that member would go through the AAC.

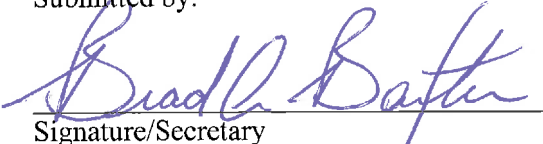
11. ADJOURNMENT

Motion 64 (8-22-2024) EC

Mr. Rhodes made the motion that the meeting be adjourned. Seconded by Ms. Singhaus, the motion carried.

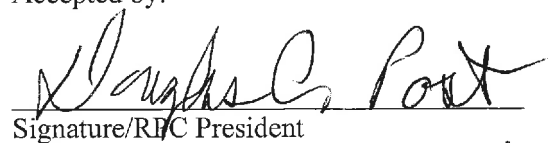
The meeting adjourned at 4:53 p.m.

Submitted by:


Signature/Secretary

Date: 9/26/2024

Accepted by:


Signature/RFC President

Date: 9-26-2024