



LIMA-ALLEN COUNTY REGIONAL PLANNING COMMISSION

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Doug Post
President

Brion Rhodes
President-Elect

Jay Begg
Treasurer

Chris Seddelmeyer
Secretary

Thomas M. Mazur
Executive Director

TO: EXECUTIVE COMMITTEE

Mr. Jay Begg

Mr. Kevin Cox

Mr. Jerry Gilden

Mr. Brion Rhodes

Mr. Robert Sielschott

Mr. Larry Vandemark

Mr. Shane Coleman

Mr. Howard Elstro

Mr. Mitch Kingsley

Ms. Chris Seddelmeyer

Mr. Thomas Tebben

FROM: Mr. Doug Post, Chairperson

DATE: October 18, 2019

RE: EC Meeting

There will be a meeting of the **Executive Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, October 24, 2019**, at **4:00 p.m.** 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 EC Minutes – September 26, 2019
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

NOTE:

PLEASE CALL THE COMMISSION OFFICE AND CONFIRM WHETHER OR NOT YOU WILL ATTEND.



EXECUTIVE COMMITTEE

October 24, 2019

There was a meeting of the **Executive Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, October 24, 2019** at **4:00 p.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

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A quorum being present, Doug Post brought the meeting to order and proceeded with the agenda.

1. **ROLL CALL**

Mr. Kevin Cox	Perry Township
Mr. Howard Elstro	City of Lima
Mr. Mitchell Kingsley	Village of Bluffton
Mr. Doug Post	Amanda Township
Mr. Brion Rhodes	Allen County Engineer's Office
Ms. Chris Seddelmeyer	Shawnee Township

STAFF

Mr. Thomas Mazur	Lima-Allen County Regional Planning Commission
Ms. LeeAnn Sypherd	Lima-Allen County Regional Planning Commission

2. **APPROVAL OF EC MINUTES – September 26, 2019**

Motion 99 (10-24-19) EC

Howard Elstro made the motion that the EC minutes of September 26, 2019 be approved.
Seconded by Chris Seddelmeyer; motion carried.

3. **COMMUNICATIONS**

a. **American Township Trustees Pertaining to Tom Ahl Dealerships**

Thomas Mazur reported that staff received a communication from the American Township Trustees pertaining to the Tom Ahl Dealerships and their concerns about

3. COMMUNICATIONS (Continued)

- a. American Township Trustees Pertaining to Tom Ahl Dealerships (Continued)
safety along King Avenue. Ever since the Tom Ahl Dealerships cleared the land at the corner of King and Carolina Avenue, vehicles have been traveling down both roadways at speeds considerably higher than the posted speed limits. Thomas Mazur reported that staff was asked to conduct a pedestrian study along both corridors.
- b. Ohio EPA – Permits
Thomas Mazur reported that staff received notification from then Ohio Environmental Protection Agency (OEPA) of permits issued for Lima Husky Refinery and INEOS.

Motion 100 (10-24-19) EC

Chris Seddelmeyer made the motion to approve the Communications Report. Seconded Brion Rhodes; motion carried.

4. FINANCIAL REPORT

- a. Budget Report
Thomas Mazur reported that Marlene Schumaker has been out ill all week but the financial reports were emailed to all Committee members. There is nothing new with the budget at this time.

Motion 101 (10-24-19) EC

Kevin Cox made the motion to approve the Budget Report. Seconded by Chris Seddelmeyer; motion carried.

- b. Bills to be Approved
Thomas Mazur reported that the list of invoices were included in the information emailed to each Committee member. There were no unusual invoices in October.

Motion 102 (10-24-19) EC

Kevin Cox made the motion to approve the bills to be paid. Seconded by Chris Seddelmeyer; motion carried.

- c. Payroll and OPERS

Payroll	Amount	PERS	Medical	Benefits
09/25/19	\$14,845.10	\$2,078.31	\$215.25	
10/09/19	\$17,677.84	\$2,474.90	\$256.33	\$2,112.21

Motion 103 (10-24-19) EC

Kevin Cox the motion to approve Payroll and OPERS. Seconded by Chris Seddelmeyer; motion carried.

5. STANDING COMMITTEES

- a. Administrative Affairs Committee
Thomas Mazur reported that AAC met on Wednesday, October 23rd to review salary adjustments for current staff as well as some of the benefits and polices provided by the RPC. Thomas Mazur reported that the proposed increases reflect current budgetary limits. Increases range from 3 to 8 percent with an overall impact of slightly less than 4%. The raises are in line with CPI index looking at a 3.59% increase since January 2018. No increase in the overall budget is required in the proposed CY or FY budgets.

5. STANDING COMMITTEES (Continued)

a. Administrative Affairs Committee (Continued)

limits. Increases range from 3 to 8 percent with an overall impact of slightly less than 4%. The raises are in line with CPI index looking at a 3.59% increase since January 2018. No increase in the overall budget is required in the proposed CY or FY budgets. Thomas Mazur reported that annually staff brings the Board back to reapprove the conversion policies that we currently have. The policy was developed to keep our overhead and fiscal liabilities to a minimum by paying them out on an annual basis. Thomas Mazur reported that the current FY and CY budgets reflect the historical use of conversion. Thomas Mazur reported that employee health care quotes came back with a zero percent premium increase. Staff recommended acceptance and approval in the form of a motion to accept the Insurance Policy quote from our current carrier – Anthem as presented by Ms. Bev Beery. Thomas Mazur reported that staff also brings back the health insurance policy governing those long-term employees over the age of 65. See page 3-1 of the Employee Manual in the packet. A separate Health Care Insurance policy could cost much more. Thomas Mazur reported that staff supports the existing policy and requested a motion that the policy be extended for another year. Thomas Mazur reported that staff is requesting that \$10,000 from Supplies be moved to Services as well as \$2,000 from Building to Services. Staff contends that this is typical transfer this time of the year and requested a motion to transfer funds. Thomas Mazur reported that staff is required to prepare and submit a calendar year budget for 2020 to the County Commissioners next week. The budgets between current and proposed are very similar. Staff does not expect to have to defend the submittal to the Commissioners as changes are so nominal. Thomas Mazur reported that staff has proposed a new dress code policy to reflect changing societal standards. Currently, the dress code policy is out of date and not enforceable. Committee members ridiculed the existing regulations and agreed that they would likely be unenforceable. Questions about who would enforce aspects of the existing code were voiced. Questions about the adequacy of the proposed business attire were raised. Questions as to the use of uniforms and what other government agencies required were raised. Thomas Mazur reported the Dress Code Policy issue was tabled. Thomas Mazur reported that the Committee reviewed and approved the proposed changes to the Draft Public Participation Plan. Thomas Mazur reported that the Committee's packet contains a simple 2-page overview of the DRAFT TIP Projects & Budget as well as a Gant chart of the Public Involvement Process. The Agency is following the Ohio 2021-2024 TIP/STIP Development Guide released by ODOT. The Agency used its Summer newsletter to provide notice of the pending development of the TIP/STIP process. In September, informal meetings with interested parties began in earnest. In early October formal notifications of the TIP/STIP process were sent to the local political subdivisions soliciting projects for the upcoming Program. In early October staff compiled a list of projects determined to be eligible and already engaged to some level in the TIP/STIP process supported with MPO budget data for public comment. Since onset of the public meetings the several projects have slipped into FY 2023. And, just yesterday, staff received a formal request for funding in the amount of \$2.5M from the City of Lima for three necessary pedestrian, roadway and safety projects. So far thru October, staff has met with the representatives of: Beaverdam, Bluffton, Cairo, Delphos, Elida, Harrod, Lafayette and Spencerville, as well as Amanda, Bath, Jackson, Marion, Perry, Richland and Spencer townships. Staff still needs to meet with Transit and a few of the remaining political subdivisions and to conduct some outreach with our own internal and external advisory committees, neighborhood associations, and advocacy groups representing the community's seniors, minorities, poverty-stricken and disabled. Currently, staff is on schedule to meet our filing deadline. The Committee approved the status update.

5. **STANDING COMMITTEES** (Continued)

a. **Administrative Affairs Committee** (Continued)

Motion 104 (10-24-19) EC

Howard Elstro made the motion to accept the AAC report. Seconded by Kevin Cox; motion carried.

b. **Community Development Committee**

Mitchell Kingsley reported that the CDC met on Thursday, October 17th. The Committee received a report on the West Ohio Community Action Partnership (WOCAP) Community Assessment. The Assessment is required to be updated every 5 years in order for WOCAP to continue to draw down federal monies for its various programs which include Head Start and Early head Start. Mitchell Kingsley reported that the Committee received a report on the Draft Public Participation Plan (PPP) update. The Committee received a report on the High Speed Transportation Initiative (RSTI) and the possibility of high speed passenger rail coming to the Lima/Allen County area. The Committee received a report on the ODOT 2040 Transportation Plan Update. Mitchell Kingsley reported that the Committee received a report on the Ohio Rail Plan as well as an update on the FY 2021-2024 TIP/STIP Development Process and where projects stand. Mitchell Kingsley reported that the Committee reviewed the US 30 Corridor Study and possible long-term, mid-term and short-term solutions to reducing the number of fatal and serious injury crashes. The Committee reviewed the Thayer Road Safety Study and possible solutions to the number of fatal crashes at the Thayer Road and US 30, SR 309 and US 81 intersections. Mitchell Kingsley reported that the Committee reviewed the Natural Hazard Mitigation Plan and learned that the Allen County Commissioners will hire a consultant to complete the update to the Plan. Staff would like to have a pipeline of stormwater retention projects in the works. Staff received a copy of the 2018 Allen County Air Quality Report and learned that Allen County is in air quality compliance according to the report. Each Committee member received a copy of the CY 2020 CDC meeting dates.

Motion 105 (10-24-19) EC

Howard Elstro made the motion to accept the CDC report. Seconded by Kevin Cox; motion carried.

c. **Developmental Controls Committee**

Kevin Cox reported that the DCC did not meet in October.

d. **Transportation Coordinating Committee**

Doug Post reported that the TCC did meet immediately before the Executive Committee. The TCC received an updated report on the RTSI from Dina Lopez from MORPC. The committee learned that the RTSI encompasses both high speed passenger rail and Hyperloop. High speed passenger rail will be able to be constructed in places that might not be able to accommodate Hyperloop due to its need to be on a more level platform. Both possible projects are still several years away from even beginning to be constructed but the possibilities for both passenger travel and freight are transformative. Doug Post reported that the Committee received an RTA report from Dick Schroeder an RTA Board member as there was no representative from RTA available to present the report. RTA is working on bringing back Route 7 and making adjustments to Route 2 to accommodate those going to work at P&G, Lima Pallet, Nelsons Packaging, etc. RTA should begin to receive the levy funds at the end of January. RTA is also in the process of hiring drivers to help with the possible adding back of services that were discontinued in 2018. Doug Post reported that the Committee received a report on the Draft PPP and approved the proposed changes to the Plan. The Committee received a report on the Safe Routes to School (SRTS) and ADA Transition Plans. The Committee learned that

5. STANDING COMMITTEES (Continued)

d. Transportation Coordinating Committee (Continued)

Delphos City Schools and Delphos St. John's are very close to completing their SRTS plans. Shawnee Schools has decided to not update its SRTS plan at this time. The Village of Elida is working on updating its SRTS plan. Doug Post reported that the Committee reviewed the update of the Westminster Project and learned that Katrina has been vacated and the Ohio Department of Transportation (ODOT) would like to realign Brentlinger Road and use it as the main drive for trucks and employees of Rudolph Foods. Doug Post reported that the Committee reviewed an update of the FY 2021-2024 TIP/STIP Development Process and learned that the Lima/Spencerville Road Sidewalk Project has been pushed back to FY 2023. All of the projects in FY 2020 and FY 2021 are moving along nicely. Doug Post reported that the Committee received a report on the Thayer Road Safety Study and learned that ODOT is interested in solutions to reduce the number of fatal and serious injuring crashes at the intersections of Thayer Road and US 30, SR 309 and US 81. Doug Post reported that the Committee received a report on the 2018 Allen County Air Quality Report and learned that Allen County is in air quality compliance. The Committee received a report on the US 30 Corridor Study. The Committee received a copy of the CY 2020 TCC meeting dates.

Motion 106 (10-24-19) EC

Howard Elstro made the motion to accept the TCC report. Seconded by Brion Rhodes; motion carried

6. OTHER COMMITTEE REPORTS

a. Citizens Accessibility Advisory Committee

Thomas Mazur reported that the CAAC did not meet in October.

b. Citizens Advisory Committee

Thomas Mazur reported that the CAC met on Tuesday, October 22nd. The Committee reviewed the WOCAP Community Assessment, the Draft Public Participation Plan, and the Update for Safe Routes to School and ADA Transition Plans. The committee received an update on the Westminster Project and the FY 2021-2024 TIP/STIP Development Process. The Committee received a report on the US 30 Corridor Study and the Thayer Road Safety Study. Thomas Mazur reported that the Committee received a report on the Ohio Rail Plan as well as the Natural Hazard Mitigation Plan. The Committee received the 2018 Allen County Air Quality Report and learned that Allen County is in air quality compliance. The Committee received a report on the RSTI as well as some information on the Hyperloop. The Committee also received a copy of the CY 2020 CAC meeting dates.

Motion 107 (10-24-19) EC

Howard Elstro made the motion to accept the CAC report. Seconded by Chris Seddelmeyer; motion carried.

7. STAFF PLANNING ASSISTANCE REPORT

Information Assistance

Expectations and pressures from the Ohio Office of the U.S. Census Bureau mounted in October. Staff worked with representatives of the City of Lima, West Central Ohio Community Action Partnership and the City of Delphos to call for a Complete Count Committee meeting necessary to address the intricacies and coordination of the activities required to deliver an effective 2020 Census count. Staff reviewed the Agency's involvement

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

in addressing the Local Update of Census Addresses (LUCA) and new construction programming with the Lima Community Development Director; staff provided summary of accomplishments to date. Staff also reviewed the Census Appeals process relative to the LUCA program - and addresses that were documented by the staff and rejected by the Census Bureau with officials representing Delphos, Lima and Shawnee Township. Staff worked with a core group to identify the various Census software platforms and the support needed from social service agencies, schools and libraries, and government agencies. Staff attended the 1st of several 2020 Census Complete Count Committee meetings.

Safe Communities

Staff sent three press releases regarding: (1) September fatal crash monthly update; (2) FFY 2020 Safe Communities Grant Award; and, (3) Halloween Overtime Enforcement. Staff attended meeting with Mothers Against Drunk Driving to plan holiday "Tie One-On for Safety" Campaign and worked on follow-up tasks to Safe Community FOPA/FOP Award Luncheon. Staff prepared for and facilitated an Operation Lifesaver/Seatbelt event at Elida High School; 31 students attended. Staff prepared for/attended/followed-up with issues rising from a Coalition meeting. Staff talked with The Lima News regarding the FFY 2020 Safe Communities Grant Award. Staff completed FFY 2020 grant initiation and prepared/submitted grant reimbursement claim for FFY 2019.

Environmental Planning

Agency personnel reviewed Allen County subdivision, floodplain, and sediment control regulations with representatives of the Allen County Engineer, American Township and the Soil & Water Conservation District in an attempt to address fill placed along Kessler Run serving the drainage needs of the Timberfield Estates subdivision. Staff attended a meeting of the Environmental Committee of Allen County hosted by Allen County Public Health in which the 2018 Air Quality Report for Allen County was released and presented by representatives of the Ohio Environmental Protection Agency. Staff attended general membership and executive committee meetings of the Ottawa River Coalition.

Farmland Preservation

Staff attended a meeting of the use and effectiveness of agricultural easements with representatives of the Allen County Tax Map, West Central Ohio Land Conservancy, Jackson Township residents.

Housing

Staff attended a meeting of Allen County Housing Consortium. Staff also completed a housing survey prepared by Harsany and Associates attempting to solicit community stakeholder perspective on the conditions, needs, and quality of housing and life within the neighborhoods of Lima.

Community Development Block Grant (CDBG) Program

Staff continued to network with representatives of the Great Lakes Community Action Partnership and the West Central Ohio Community Action Partnership for clarification on household income amounts. Staff worked with representatives of the Allen County Sanitary Engineers Office and Allen Water District to review possible funding scenarios using CDBG Critical Infrastructure Program grants and Community Allocation Program funding to reduce the costs of service installation in the unincorporated hamlets of Gomer and Westminster. Staff facilitated the mortgage close-out/payoffs for the Russell and Taylor families and the filing of proof of insurance for the Rowe and Ross families. Staff facilitated the preparation and filing of program monitoring reports, resolutions, billings, scannings, postings, contract addendums, invoicing, and legal notifications.

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

Zoning Assistance

Staff continues to provide information relative to local zoning regulations to property owners, appraisers, surveyors, and public officials; staff addressed 16 requests for zoning information this past reporting period. Staff provided technical assistance to representatives of: Amanda, Jackson, Marion, Perry, Richland, Shawnee, and Sugar Creek townships. Staff formatted and finalized zoning resolution amendments for Richland Township and posted same to the Agency website. Staff also reviewed and forwarded cell tower information to Richland Township in light of new PUCO standards. Staff worked with Perry Township officials to address property maintenance issues in manufactured home parks and identify pertinent fire code, zoning regulations and exterior maintenance codes to address blighting conditions. Staff assisted Sugar Creek Township officials with a proposed development to be sited in the Township and establish conditional uses for same to calm the concerns of neighboring properties. Staff reviewed zoning issues in the Shawnee Terrace Neighborhood and within the Fairwood Estates Subdivision with Township officials. Staff worked with various townships, the Soil & Water Conservation District, the County Engineer and both city and county prosecutors to address zoning issues related to yard setbacks, landscape mounds and treated runoff issues. Staff reviewed the use of Protected Agricultural Districts (PADs) and the respective development limitations with Richland Township Trustees and Zoning Commission Chair. Staff conducted some preliminary research and then reviewed recreational and trailer parking and storage issues on public streets with Village of Elida officials. Staff worked to identify unauthorized B&B operations in local political subdivisions that catered to short-term transient housing opportunities. Staff prepared and facilitated a variance hearing before the Developmental Controls Committee located in Spencer Township where a property owner started building a 2nd home on a parcel home without first obtaining authorization for a requisite land division. The variances requested were predicated on exceedance of a width to depth ratio, the absence of a health department permit for a septic system and a legal easement to tie into a tile. Staff recommended denial. The Committee granted a conditional approval of the width to depth ratio based upon the endorsement and securement of a septic system approval from Allen County Public Health and the filing of legal easement for the off-lot discharge. Staff prepared and sent the recommendation regrading SP-V01-19 to the applicant's attorney.

Subdivision Regulations

Staff responded to 41 telephone inquiries and facilitated 5 in-house reviews. Staff processed several minor land divisions including a land transfer in Richland Township and 5 new parcels in Jackson (1), Monroe (1), Perry (1) and Richland (2) townships. Two (2) exempted land divisions were approved in Bath (1), and Spencer (1) townships. Staff also reviewed the dedication of lots in Shawnee Township and design requirements to meet major subdivision regulations in Shawnee Meadows plats #1 and #5. Staff reviewed a complicated land division on Pevee Road in Jackson Township. The desired land divisions were located on a multi-generational homestead that was irregularly shaped, that lacked adequate road frontage, was adjacent to the Ottawa River, possessed high hazard floodplain areas, contained hydric soils and had preexisting structures with inadequate septic systems. Staff developed several scenarios to minimize the need for variances. Staff successfully worked with Allen County Public Health and Jackson Township to accommodate the property owners after several miscues. Staff reviewed the development of an industrial tract located in Shawnee Township off McClain Road. Staff reviewed preliminary drawings of the overall design with representatives of the Allen County Engineer, Allen County Sanitary Engineer, Kohli & Kaliher, Ohio Department of Transportation, Soil & Water Conservation District and the Allen Economic Development Group. Staff identified site design issues and cost savings.

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

Floodplain Management

Staff has fielded several inquiries (6) from local engineers, surveyors, realtors, property owners and government officials regarding the floodplain status of local properties. Staff reviewed a development proposal on Lincoln Highway in Sugar Creek Township. Staff also reviewed an application for a Floodplain Development Permit for the EOLM Landfill with representatives of the Allen County Engineer and the City of Lima Engineer. Based on a survey the development is actually taking place within the City of Lima. Staff engaged in conversations with representatives of the Ohio Department of Public Safety (ODPS), the Ohio Emergency Management Agency (OEMA), the Allen County Engineer and Shawnee Township regarding the development of a Hazard Mitigation Grant application for the Eversole property in Shawnee Township. Personnel at ODPS established project cost estimates including property acquisition and demolition; the minimum local match is 12.5%. The Eversole's have established a maximum loss threshold. No local funding sources have been identified to support the funding the Eversole's have established. New benefit-cost ratios were to be developed by ODPS. The County Engineer has meetings pending with the impacted properties. We are still waiting for the benefit-cost assessment from representatives of the Ohio Department of Public Safety.

Short Range Planning

Staff reviewed a new Safety performance measure timeline proposed by the Ohio Department of Transportation (ODOT). Staff reviewed the status of the proposed intermodal connector serving the Lima Integrated Industrial Complex following an alignment along Buckeye, Dixie and Breese roads to I-75 with representatives of ODOT District and Central Office. Subsequent conversations with representatives of the Ohio Rail Development Commission (ORDC) and ODOT Central Office personnel examined the need to extend the intermodal connector to National Road and Exit 118 in Auglaize County due to the at-grade crossings at Exit 120 being repeatedly blocked. Further coordination is required with the Auglaize County Engineer, ODOT District 7 and the Federal Highway Administration. Concerns over the status of this intermodal alignment and new NHS performance measures were raised with ODOT Central Office personnel. Staff attended a meeting announced by the ORDC in Hilliard, Ohio to discuss a new study examining the "Adaptive Capacity", as it relates to at-grade railroad crossings. The study looks to quantify and rank crossings for potential improvements based on several criteria including the impact of occupied crossings, service area of emergency responders, proximity of nearby crossings, and safety. The purpose of the meeting was obscured by the potential uses and users including ORDC and ODOT, as well as local communities engaged in economic development. Essentially ORDC and ODOT wanted to be able to prioritize rail corridor investments. Staff left puzzled, as did ODOT. Staff reviewed possible redevelopment of certain parcels in the Lima Central Business District (CBD) with interested parties and the development of a quiet zone minimizing the engine horns of approaching trains at every crossing in order to improve the quality of life in rail-adjacent neighborhoods. Staff reviewed Transportation Improvement District (TID) issues with the County Engineer and attended a meeting of the TID Board which served to advance projects upon Buckeye Road and Dixie Highway. Staff reviewed the status of safety on Thayer Road and possible funding for technical assistance from ODOT with representatives of the Lima State Highway Patrol Post, the Bath Township Fire Department, Perry Township Trustees, the Allen County Engineer and the County Commissioners. With the technical assistance and support of ODOT District 1 personnel, staff was able to secure funding for consultant engineering services from Mott MacDonald to undertake a study of the corridor. Staff facilitated a meeting between the consultants and some 25 area stakeholders including ODOT District 1, the State Highway Patrol, County Engineer, Perry Township Trustees, Monroe Township Trustees, and first responders. The meeting looked at existing conditions, current safety issues, and potential treatments and

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

alternative improvement scenarios. The meeting served to develop a scope of work which was to be developed and sent to ODOT Central Office for concurrence. Agency personnel reviewed the status of the SR 117 project in Westminster with representatives of Rudolph Foods, Beam Design, and Auglaize Township. Staff assembled crash reports, traffic volumes, turning movements and speed data. Staff reviewed the use of Brentlinger Road and reviewed the roadway's reconstruction and maintenance issues with the Auglaize Township Trustees. Staff reviewed the master plan and circulation patterns proposed against the State's Access Management Regulations and Manual of Uniform Traffic Control Devices (OMUTCD). Staff reviewed possible project funding with ODOT's Jobs & Commerce. Concerns over the delay in development of the project vs. the job creation and tax incentives were raised and any expectations for potential funding was minimized. Staff prepared a technical review of the site's master site plan with alternatives and cost estimates before meeting with District One personnel. With District personnel - staff discussed the implications of the master plan and the impact of closed drives upon the internal workings of the plant. Staff commented that a signal on Brentlinger might be warranted using 70% values, suggesting that the warrant was biased against the slower progression of truck movements. The pending recommendations for the intersection of SR 117 and Thayer Road might also provide some gaps for traffic trying to access or egress from/to Brentlinger Road. Staff also reviewed the pending long-range plan for US 30 with ODOT District and Central Office personnel. Conversations with ODOT District 1 personnel and representatives of the Allen County Engineer, Village of Cairo and trustees in Bath, Jackson, Marion, Richland and Sugar Creek Townships ensued. Staff finalized work on the biennial review and assessment of Public Participation Plan. Staff identified shortcomings and proposed revisions to the Plan contents and public participation tasks with the internal committee structure before posting the DRAFT to the Agency website for public comment. Staff continued to compile documentation of the Agency's public outreach and education efforts. Staff implemented the Public Participation Plan in delivering an overview of the TIP/STIP development process and a list of potential projects to be considered in the process. Staff worked to integrate those projects being requested for inclusion in the DRAFT FY 2021-2024 TIP with representatives of Amanda Township, the Village of Cairo, City of Delphos, Village of Elida, Village of Harrod, Jackson Township, Village of Lafayette, Marion Township, Richland Township, Shawnee Township, Village of Spencerville and Sugar Creek Township in open public meetings. Staff also met with representatives of Bath Township, the Village of Bluffton and Perry Township in focus group settings. Staff reviewed the Rapid Speed Transportation Initiative with MORPC personnel and arranged for presentations to members of the general public at Lima City Council Chambers and to the Transportation Coordinating Committee 2 weeks later. Staff reviewed and compiled rail-based information to support a hazmat assessment at the request of the Shawnee Township Fire Department. Staff attended meetings of the Allen County Regional Transit Authority and the Allen County Regional Airport Authority. Staff also attended meetings of the District Safety Review Team. Staff completed the drafting, editing, and formatting of the Agency's Fall newsletter and subsequently printed and mailed the newsletter to community stakeholders. Staff continued internal website development. Currently, some 116 copies of the newsletter are printed and mailed; 250 copies are emailed based on preference of the community partner. Staff continued to catalog staff activities to support the public participation process mandated by USDOT.

Transportation Improvement Program (TIP)

Staff completed the SFY 2019 Table of Obligated Projects and posted same to the Agency website; moreover, staff continued to update the changing status of the local projects with pictures, costs, schedules, etc., on the Agency website. Staff worked to ensure that the status of local MPO and Transit projects were documented and shared with local

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

governments and ODOT officials. Staff reviewed the status of the FY 2020 Beaverdam Sidewalk Project (PID 110217) with representatives of ODOT District, EMH&T and the Village Administrator. Right-of-way plans have been completed; the intersection of Main & West will require additional ROW in 3 of 4 quadrants. The consultant is working with ODOT and the Village to also coordinate the Lighting Project (PID 108975) scheduled for FY 2021. A right-of-way consultant has been retained for acquisition. Staff also reviewed the status of the FY 2020 Lafayette Sidewalk Project (PID 110216) with representatives of ODOT District, Access Engineering Solutions and the Village Clerk. Right of way plans have been completed and all work is within the public right of way. Currently, the plans call for 5 takes with 3 takes on the corner with the fire station. The Lafayette High Street Reconstruction Project located in the village was also discussed as a potential FY 2024 project. In conversations with ODOT District and City of Lima officials the delivery of the Spencerville Road Sidewalk Project (PID 110277) needed to reflect the integration of ODOT Safety Program and Transportation Alternative Program funds that are not be available until FY 2023. As the project was initially scheduled for FY 2022, the MPO submitted the amendment back thru the internal committee structure to reflect the FY 2023 delivery date. The Lima Cable Road Sidewalk Project is also scheduled for FY 2023. The Westminster SR 117 Enhancement Project (PID 109435) continues to develop. Staff met with representatives of Auglaize Township, Beam Designs, Rudolph Foods and ODOT District to review site plans and modifications to the various current access drives along the corridor and at Rudolph Foods. The extent and timing of federal, state and MPO monies and the nuances of Transportation Alternative Program (TAP) monies, Safety Program monies, and CMAQ monies were also discussed. In Delphos, staff verified the status of the Fifth St Resurfacing Project (PID 108373) and the South Main Reconstruction project (PID 108644) with Choice One Engineering, ODOT District and the Safety Service Director. The extent of MPO funding by type was reviewed against current project cost estimates. Stage 1 estimates of ped/bike estimates in the Fifth St. Project hover about \$485,000 of the \$3.4M project; estimate reflects resurfacing, some stormwater, all new catch basins, curbing, sidewalks and ramps. Staff reviewed the proposed Lincoln Highway reconstruction project in the unincorporated hamlet of Gomer located in Sugar Creek Township with the Allen County Engineer, Allen County Sanitary Engineer, the Allen Water District, Great Lakes Community Action Partnership, ODOT District and the Sugar Creek Township Trustees. A feasibility study will help sort out the scope of work to address Lincoln Highway and its pending US 44 Bicycle Route designation. Staff met with Transit officials to discuss the receipt of the 3 new transit vehicles acquired through ODOT Transit's Preservation Partnership Program. Staff reviewed the status of the Transit Authority Parking & Bus Storage Facility located at the intersection of Union, North & Central. Staff has engaged in discussions with Transit officials regarding the Agency's proposed Vehicle Fueling & Wash Facility located at the intersection of Union, Wayne & Central. Staff also reviewed the Vehicle Replacement project (PID 105312) scheduled in FY 2020 with MPO CMAQ monies to ensure timely delivery of the project vehicles. Staff also reviewed new TIP/STIP guidance and reporting requirements.

Transportation Planning - Surveillance

To celebrate and support National Walk to School Month and in support of the Safe Routes to School (SRTS) Program initiative being undertaken in the City of Delphos, staff deployed the Agency radar board trailer to several highly trafficked locations in the City of Delphos. Staff continued to work with interested stakeholders in the City of Delphos to develop School Travel Plans for Delphos St Johns, Franklin Elementary and the Jefferson Middle schools. Staff worked to note the presence and behavioral characteristics of student pedestrians & cyclists, parent drivers & pedestrians, bus operators and student passengers, and the location and physical characteristics of the schools' sites, parking areas, street network, student residency, and the attractiveness of certain institutional, commercial and/or

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

recreational sites near the schools. Staff worked with ODOT District personnel, local educators at the schools, public officials and safety service personnel to evaluate key issues and develop warranted countermeasures. Staff documented student travel patterns in the AM and PM hours, documented local traffic and conflict points, bicycle and pedestrian crash sites, the presence of pedestrian amenities including sidewalks, crosswalks, ramps, pedestrian heads, audio annunciators, etc. Staff provided an assessment of the sidewalks within 1,500 feet of the schools and recommended targeted improvements to advance pedestrian and bicycle safety for students during their journey back and forth to school. Staff conducted a similar assessment in the Village of Elida for the elementary and middle schools. Staff is working with ODOT and Village officials and School Administrators to update a previously approved School Travel Plan for the Village of Elida. The School has provided student residences, ODOT is working on the vehicle crashes, the RPC has documented the presence of student pedestrians and cyclists and their behaviors at street crossings, the location and severity of bike/ped crashes, the presence and physical condition of sidewalk system, and the roadway grid network within the Village. Future meetings are pending. Staff also reviewed the status of SRTS planning efforts in Shawnee Township with representatives of ODOT District, Allen County Public Health, and Shawnee Township Trustees and quickly came to the consensus that such efforts were not going to occur in the immediate future without the full support of the Local Shawnee School District Superintendent. Staff attended a meeting to extend the Ottawa River Walk to the Country Club Hills Neighborhood. Members of the Johnny Appleseed Metropolitan Park District, City of Lima, Country Club Hills & Twin Lakes Neighborhoods participated. Staff engaged in meetings with representatives of CSX Rail and the ORDC to assess the ability to secure an easement along the alignment. Staff subsequently participated in a field review of the proposed corridor using Roush Road and a crossing under a trestle bridge over the Ottawa River located under the CF&E railroad. Based on the riverine environment, the presence of floodplain, the slope from the railroad bed up/down to the path alignments, and the practical difficulties associated with the site characteristics staff did not pursue any further planning steps with CSX or the CF&E (G&W). Review deployment and re-counts of traffic counting equipment and need for new counts. Check status of count and speed data on Thayer Road; forward same to ODOT and Mott MacDonald. Staff continued its work to update the ADA Transition Plan in the City of Delphos. Staff reviewed ADA requirements for toilet rooms and bathing in Delphos with the Allen County Building Department. Staff documented and reviewed traffic counts and safety concerns on Carolina and King in American Township with residents, Township Trustees and the American Township Police Chief. Staff worked to identify possible strategies and next steps. Staff reviewed the need for an RSA for Reservoir Road based on roadway traffic volumes, mode split, posted speeds, crash frequency, crash rates and roadway width. Staff subsequently worked to coordinate traffic counting, crash analysis and other data collection activities on the corridor. Staff reviewed the status of traffic counts at signalized intersections. Staff reviewed the possible closure of railroad grade crossings in the Lima Central Business District. Staff documented traffic volumes at the intersection of: Robb & West; Allentown & Woodlawn; Cable & Elm; Jameson & Rice; Allentown & Cornell; Metcalf & Robb; Cable & Windsor; and, Buckeye & General Dynamics. Staff documented bicycle and pedestrian counts at the intersection of Market & West. Staff documented turning movements at the intersection of: Cable & University; and, Shawnee & Spencerville. Counts needed to support the US 30 study were reviewed with ODOT District personnel. Subsequently staff documented midblock counts on: Hardin between Lincoln & US 30; Mayberry between Lincoln & US 30; Cool between Lincoln & US 30; Napoleon between Lincoln & US 30; Swaney between Lincoln & US 30; Phillips between Lincoln & US 30; Pevee between Lincoln Hwy & US 30; and, Bentley between Lincoln & US 30.

7. STAFF PLANNING ASSISTANCE REPORT (Continued)

Long Range Transportation Planning

Staff reviewed current and proposed land use in the Lima Warehouse District and the impact of rail development scenarios in the Lima CBD with representatives of the City of Lima, Downtown Lima Inc., the ORDC and the Allen County Auditor. Staff reviewed proposed utility extensions, industrial development and population growth with representatives of Richland Township and the Village of Bluffton. Staff updated new residential development and commercial development by traffic analysis zones with data collected as part of the Local Update of Census Addresses (LUCA) program. Staff reviewed the residential redevelopment proposal in the Chipman addition and the need to update the land use plan for Shawnee Township to reflect the dissolution of Ft Shawnee with Shawnee Township Trustees. Staff worked with ODOT Central Office and local media outlets to facilitate and garner support for a public meeting addressing ODOTs Long Range Transportation Plan (AO45) and the MPOs DRAFT FY 2021-2024 Transportation Improvement Program.

Specialized Transportation Program

Staff worked with representatives of ODOT Public Transit and the West Ohio Community Action Partnership (WOCAP) to ensure that ODOT 5310 program vehicles were being transferred from WOCAP to the Mercer County Council on Aging. Staff reviewed the status and need for a Transit Development Plan with the paratransit providers in Newark, Ohio.

Motion 108 (10-24-19) EC

Kevin Cox made the motion to accept the Planning Assistance Report. Seconded by Howard Elstro; motion carried.

8. OLD BUSINESS

None.

9. NEW BUSINESS

a. CY 2020 EC Meeting Dates

Thomas Mazur reported that there is a copy of the CY 2020 EC Meeting Dates included in each Committee member's packet.

b. 2020 Census Complete Count

Thomas Mazur reported that there is a copy of a flyer pertaining to the Allen County 2020 Census Complete Count Committee in each Committee member's packet.

10. ADJOURNMENT

Motion 109 (10-24-19) EC

Kevin Cox made the motion that the meeting be adjourned. Seconded by Chris Seddelmeyer; motion carried.

Submitted by:

Accepted by:

Signature/Secretary

Signature/RPC President

Date:_____

Date:_____