



## LIMA-ALLEN COUNTY REGIONAL PLANNING COMMISSION

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TO: TRANSPORTATION ADVISORY COMMITTEE  
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Mr. Eric Davis Mr. Mark Droll  
Ms. Karen Garland Mr. Daniel Hoying  
Mr. Dan Kaseman Mr. Steve Kayatin  
Mr. Greg Kessen Ms. Cindy Leis  
Mr. Mike Leis Mr. Shawn McPheron  
Mr. Jed Metzger Mr. Ron Meyer  
Ms. Tracy Sanchez Mr. Charles Schreck  
Mr. Tony Wilkerson

FROM: Mr. Kirk Niemeyer, Chairman

DATE: August 18, 2020

RE: TAC Meeting

There will be a **Transportation Advisory Committee** meeting of the Lima-Allen County Regional Planning Commission held on **Tuesday, August 25, 2020**, at **1:30 p.m.** via teleconference from the Commission office located at 130 West North Street, Lima, Ohio.

The agenda will be as follows:

1. Roll Call & Introductions
2. Approval of TAC minutes – July 21, 2020
3. RTA Report
4. UPDATE: FY 2020 Completion Report
5. UPDATE: FY 2021 Unified Planning Work Program
6. FY 2021-2024 TIP Amendment RTA Vehicles
7. UPDATE: Delphos and Lafayette CDBG Projects
8. UPDATE: CDBG Program
9. UPDATE: Thayer Road Safety Study
10. Other
11. Adjournment

The Lima-Allen County Regional Planning Commission will continue with the regularly scheduled Committee meetings during the month of July, 2020 via video conferencing. To Comply with Ohio Director of Health guideline and Orders limiting and prohibiting group gatherings of more than 10 persons, no in-person attendance by the public will be available. Anyone who wishes to request Privilege of the Floor for any committee meeting in July, 2020 is encouraged to contact the LACRPC at 419-228-1836. The public is encouraged to view all committee meetings via our Facebook page. All meeting agendas and minutes are published on the LACRPC website at: <https://www.lacrpc.com>.

c: Mr. Chris Hughes, ODOT

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



# TRANSPORTATION ADVISORY COMMITTEE

August 25, 2020

There was a **Transportation Advisory Committee** meeting of the Lima-Allen County Regional Planning Commission held on **Tuesday, August 25, 2020**, at **1:30 p.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call & Introductions
2. Approval of TAC minutes – July 21, 2020
3. RTA Report
4. UPDATE: FY 2020 Completion Report
5. UPDATE: FY 2021 Unified Planning Work Program
6. FY 2021-2024 TIP Amendment RTA Vehicles
7. UPDATE: Delphos and Lafayette CDBG Projects
8. UPDATE: CDBG Program
9. UPDATE: Thayer Road Safety Study
10. Other
11. Adjournment

A quorum being present via teleconference, Charles Schreck brought the meeting to order and proceeded with the agenda (Kirk Niemeyer was unable to attend due to a prior commitment).

## 1. **ROLL CALL**

Mr. Mark Droll	Kohli & Kaliher
Ms. Karen Garland	Allen County Regional Transit Authority
Mr. Dan Kaseman	Village of Elida
Mr. Steve Kayatin	Allen County Sanitary Engineer
Ms. Cindy Leis	Allen Economic Development Group
Mr. Shawn McPheron	EMH&T
Mr. Jed Metzger	Chamber of Commerce
Mr. Ron Meyer	Allen County Engineer's Office
Mr. Charles Schreck	Ohio Department of Transportation District 1

## **GUESTS**

Mr. Anthony Hill	Ohio Department of Transportation Central Office
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## **STAFF**

Mr. Shane Coleman	Lima-Allen County Regional Planning Commission
Ms. Marlene Schumaker	Lima-Allen County Regional Planning Commission
Mr. Cody Doyle	Lima-Allen County Regional Planning Commission

## 2. **APPROVAL OF TAC MINUTES – July 21, 2020**

### **Motion 30 (08-25-20) TAC**

Mark Droll made the motion that the TAC minutes of July 21, 2020 be approved. Seconded by Shawn McPheron; motion carried.

**3. RTA REPORT**

Karen Garland reported that ridership continues to increase after the COVID-19 pandemic in part because Lima City Schools are back in session and many students ride the fixed route (FR) to and from school. Demand Response (DR) also continues to increase and the Allen county Regional Transit Authority (ACRTA) staff believes this is due to more and more businesses, restaurants, etc. opening up. Karen Garland reported that the biggest news for RTA is that night services will start back up on September 28<sup>th</sup>. Included in each Committee members packet is information pertaining to RTA routes before cuts, current routes and routes effective September 28<sup>th</sup>. Hour routes will run until 9:50 PM and half hour routes will run until 10:20 PM. Karen Garland reported that RTA continues to look for drivers and asked if the Committee members know of anyone having a CDL license or would like to obtain a CDL license, please get in touch with RTA as RTA would conduct the CDL training. Marlene Schumaker asked if the Lima City Schools were offered the same discount for transporting students as in the past. Karen Garland replied in the affirmative and stated that students can purchase a pass for \$10 per month.

**Motion 31 (08-25-20) TAC**

Ron Meyer made the motion to accept the RTA Report. Seconded by Mark Droll; motion carried.

**4. UPDATE: FY 2020 COMPLETION REPORT**

Shane Coleman reported that staff is hoping to finalize the FY 2020 Completion Report today in order to be ready to be presented to the TCC and EC committees on Thursday for review and approval. The FY 2020 Completion Report runs from July 1, 2019 to June 30, 2020. The Report is based on the FY 2020 Unified Planning work Program (UPWP) which lays out the Lima-Allen County Regional Planning Commission's (LACRPC) activities and expectations for the year as presented to the Ohio Department of Transportation (ODOT). Shane Coleman reported that the Completion Report is a summary of the activities completed by the RPC during said year. The document presents an overview of the various activities that the RPC performs throughout the year. Shane Coleman stated that Subcategory 100 represents Information Services such as the Census activities the RPC undertakes. Subcategory 200 represents Emergency Planning Services, Safe Community Coalition and the Safe Communities Grant administered by the RPC. Subcategory 300 represents environmental concerns such as Keep Allen County Beautiful (KACB). Shane Coleman stated that Subcategory 400 represents regional interests such as Clean Ohio grants, Farmland Preservation, economic Development, Housing and the Community Development Block Grant (CDBG) program. Subcategory 500 represents local activities such as zoning, subdivisions and floodplain management. Shane Coleman reported that Completion Report really centers around Subcategory 600 which represents Technical Services and Information, Short-Range Planning which involve various day-to-day activities, modeling activities, preparation of the Transportation Improvement Program (TIP) and Long-Range Planning. Subcategory 605.8 represents bike and pedestrian activities as well as active transportation. Subcategories 674 and 675 represents transit and paratransit and finally, Subcategory 697 represents the Annual Report which is presented to the internal Committee structure each year. Shane Coleman reported that overall, the RPC completed what the Agency stated it was going to do. Subcategory 605.8 was completed to approximately 90% mainly due to continuing work with some local political subdivisions ADA Transition Plans. Staff anticipates assisting the City of Delphos to complete its ADA Transition Plan due to staffing issues and possibly assisting Gomer to develop and ADA Transition Plan as well. Shane Coleman reported that under Subcategory 610.4, a couple of comprehensive plans were identified as requiring updating. Staff has completed the

**4. UPDATE: FY 2020 COMPLETION REPORT (Continued)**

Richland Township Comprehensive Plan and the American Township Comprehensive Plan has not been updated however; staff has had conversations with the American Township Trustees pertaining to completing an update to their comp plan. Staff is currently working on a new Village of Harrod Comprehensive Plan, the Village of Elida and updating the Auglaize Township Comprehensive Plan. Marlene Schumaker reported that she emailed a copy of the budget which is the final page of the report to all Committee members. There was some carryover which is not unusual for the Agency as the Agency does carry over some funds over to the next year. In FY 2019, the RPC carried over \$64,000 into FY 2020. Staff did not utilize all of the funding allocated to the RPC and those funds were carried over into FY 2021. Charles Schreck stated that a formal, written resolution will be required at the TCC for approval of the FY 2020 Completion Report.

**Motion 32 (08-25-20) TAC**

Jed Metzger made the motion to accept the UPDATE: FY 2020 Completion Report and forward the recommendation on to the TCC for approval. Seconded by Mark Droll; motion carried.

**5. UPDATE: FY 2021 UNIFIED PLANNING WORK PROGRAM**

Marlene Schumaker reported that coming into FY 2021, the RPC had approximately \$131,000 in funds left from FY 2020 that was carried over. The Agency is permitted to add these funds to the current work program as well as make any changes sent to the RPC by ODOT. The changes have been made and copies of the pages with those changes were emailed to each Committee member. Any item highlighted represents changes. Marlene Schumaker reported that this brought \$50,000 in Federal Highway Administration (FHWA) funds, \$6,284 in ODOT funds, a small amount in local funds and \$88,000 in surface Transportation Program (STP) funds. These funds will more than likely be used in the first quarter of FY 2021 and then the Agency will begin utilizing the new encumbrance funds. Marlene Schumaker stated that this is not a new occurrence; long-term Board members realize that this is done every year. The Agency is allowed to increase or decrease its overhead rate based on what was used the previous fiscal year based on ODOT's overhead rate. This year the RPC received a considerable amount of funding from ODOT because the overhead rate increased.

**Motion 33 (08-25-20) TAC**

Jed Metzger made the motion to accept the UPDATE: FY 2021 Unified Planning Work Program and forward the recommendation on to the TCC for approval. Seconded by Ron Meyer; motion carried.

**6. FY 2021-2024 TIP AMENDMENT RTA VEHICLES**

Marlene Schumaker reported that originally RTA was allotted 2 vehicles when the FY 2021-2024 Transportation Improvement Program (TIP) was developed. RTA is requesting to update PID 112576 from two (2) 35' replacement buses in FY 2021 to two (2) 35' replacement buses and three (3) 30' replacement buses. The costs have increased due to this request and under the government's apportionment, RTA will receive these buses at 100% federal with no local match required. This request needs to be added to the current TIP. Charles Schreck asked why RTA is requesting 2 different size buses. Marlene Schumaker replied that the sizes are based on which routes RTA would like to use the buses on.

**6. FY 2021-2024 TIP AMENDMENT RTA VEHICLES (Continued)**

**Motion 34 (08-25-20) TAC**

Mark Droll made the motion to accept the Resolution: Authorization to Update PID 112576 in FY 2021 from Two (2), 35-Foot Replacement Buses to Two (2) 35-Foot Replacement Buses and Three (3) 30-Foot Replacement Buses and forward the recommendation on to the TCC for approval. Seconded by Shane McPheron; motion carried.

**7. UPDATE: DELPHOS AND LAFAYETTE CDBG PROJECTS**

Shane Coleman reported that these projects were part of the last round of CDBG funding and photos of the projects will be placed on the screen for review. The Delphos Project centered around N. Pierce Street between Third Street and the railroad as well a small section of First Street. Access Engineering from Celina was the engineer for the project and the bid went to Shinn Brothers for \$165,000. The CDBG program paid for \$125,000 of the project. Shane Coleman stated that 1,500 linear feet of roadway was resurfaced with 1,200' being on Pierce Street and 300' on First Street. Curbs and gutters were installed along portions of Pierce Street between First Street and the railroad and paved all the way to Third Street. Shane Coleman reported that the intersection of First and Pierce was redesigned and reconstructed to include ADA facilities. Catch basins were also installed and curb ramps at Second and Pierce. The Delphos Project is now complete. Shane Coleman reported that the next set of photos reveals the work done for the Village of Lafayette. Access Engineering was also the engineer for this project. This project dealt with the Village of Lafayette community mailboxes. Originally, as per the first photo, there was no roof or paving for the mailboxes. The project estimate was \$85,000 and was completed for \$76,500 with \$63,800 being paid for by CDBG funds. Shane Coleman reported that the mailbox area now has a covering and pavement all the way around the building. No action is required.

**8. UPDATE: CDBG PROGRAM**

Shane Coleman reported that the next round of CDBG funding has begun. Marlene Schumaker reported that an application has been submitted for funding. When the application was submitted, the Agency had to state what it believed the funds would be spent on. Staff has not yet received notification as to whether the application has been accepted. If the RPC's application is accepted, the Agency will not receive its letter that states the funds can now be spent for approximately 6-10 months. At this point, staff is looking at a project in the Village of Lafayette. No action is required.

**9. UPDATE: THAYER ROAD SAFETY STUDY**

Shane Coleman reported that staff has been working on a safety study with ODOT and a consultant (Mott McDonald). Staff recently met with ODOT and the consultant for an update on the process and timeline. Cody Doyle reported that staff has been looking at Thayer Road in several capacities. The consultant provided some interesting information gathered from street lights. The consultant was able to ping cell phones and use GPS data to locate points of origin and destination which confirmed what staff already believed which was that Thayer Road is being used as a by-pass for the east side of Lima for those coming from the NW and the SE. Cody Doyle reported that staff collected traffic counts at Bluelick and Thayer last week and then collected more traffic counts at the same intersection last weekend. The opposite of what was expected was what the traffic count data showed; traffic increased during the weekend at that intersection. Staff will be forwarding on this data to Mott McDonald for their review and will wait to hear back from them.

**9. UPDATE: THAYER ROAD SAFETY STUDY (Continued)**

**Motion 35 (08-25-20) TAC**

Ron Meyer made the motion to accept the UPDATE: Thayer Road Safety Study report and forward the recommendation on to the TCC for approval. Seconded by Shawn McPheron; motion carried.

**10. OTHER**

a. Roadside Safety Audit – S. Metcalf Street

Cody Doyle reported that this project was initiated by Shelley Miller from the Health Department. Shelley Miller suggested several locations to RPC staff to conduct a Roadside Safety Audit (RSA). Staff pulled data from ODOT's system (GCATS) to determine the highest concentration of bike and pedestrian crashes and forwarded 3 options on to Shelley Miller for her review. Shelley Miller chose a 2,200' stretch of S. Metcalf for the RSA from Ohio Street to Vine. Cody Doyle reported that a team was assembled from the Health Department (Shelley Miller), ODOT (Kylie Siebeneck), City of Lima (Ross Denecotter) and RPC (Adam Haunhorst). The team reviewed all of the data and visited the site. Once the team visited the site, they determined what the major issues were which is the intersection of Kibby and Metcalf. Cody Doyle placed a picture on the screen and stated that the intersection of Kibby and Metcalf is an off-set intersection. The western leg of Kibby comes in at about 90' north from the leg to the east. This intersection has inherent issues due to its configuration. Vehicles stack up on Metcalf waiting to make a left turn onto Kibby which makes it difficult for vehicles to turn left onto Kibby from Metcalf. Cody Doyle reported that this intersection has the second highest number of bikes and pedestrians in the county. Staff is looking at closing the 2 access points at the convenience store as they further complicate the traffic issues. The intersection of Kibby and Metcalf is number 30 on the High Crash Intersection Locations for 2019. Cody Doyle stated that crosswalk updates and detectable warning devices are mandatory upgrades. This intersection is included in the ADA Transition Plan for the City of Lima. Staff determined that the best course of action was to let the City of Lima make the upgrades as they saw fit.

**Motion 36 (08-25-20) TAC**

Jed Metzger made the motion to accept the Roadside Safety Audit – S. Metcalf Street report and forward the recommendation on to the TCC for approval. Seconded by Mark Droll; motion carried.

**8. ADJOURNMENT**

**Motion 37 (08-25-20) TAC**

Steve Kayatin made the motion that the meeting be adjourned. Seconded by Ron Meyer; motion carried.