

## ADMINISTRATIVE AFFAIRS COMMITTEE

October 20, 2021

There was a meeting of the **Administrative Affairs Committee** of the Lima Allen-County Regional Planning Commission on **October 20, 2021**, at **4:00** p.m. by Zoom, and in the Commission office located at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of AAC Minutes – May 26, 2021
3. Building discussion
4. Bank loan discussion
5. RTPD discussion
6. EDD discussion
7. Adjournment

A quorum being present, Thomas Tebben brought the meeting to order and proceeded with the agenda.

### 1. **ROLL CALL**

Mr. Howard Elstro	City of Lima
Mr. Steve Ewing	Auglaize Township
Mr. Doug Post	Amanda Township
Mr. Brion Rhodes	Allen County
Mr. Thomas Tebben	City of Lima
Ms. Susan Wildermuth	Allen County

### **GUESTS**

### **STAFF**

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

### 2. **APPROVAL OF AAC MINUTES – May 26, 2021**

#### **Motion 17 (10-21-21) AAC**

Doug Post made the motion to accept and approve the minutes of May 26, 2021. Seconded by Brion Rhodes, motion carried.

### 3. **BUILDING DISCUSSION**

Marlene Schumaker explained where the update on the building is currently. After some discussion, the Committee requested Ms. Schumaker to contact Brick Street Studios and ask that they administer and prepare bid documents for the remodel on the LACRPC building.

#### **Motion 18 (10-21-21) AAC**

## **AAC – October 20, 2021**

Brion Rhodes made the motion to request Brick Street to administer and prepare bid documents for the remodel of the LACRPC building. Seconded by Doug Post; motion carried.

### **4. BANK LOAN DISCUSSION**

Marlene Schumaker requested input from the Committee on a bank loan to do the required work on the LACRPC building. She explained that she is waiting on an opinion from the State Attorney General's Office for concurrence that the MPO can borrow funds.

#### **Motion 19 (10-20-21) AAC**

Brion Rhodes made a motion to continue looking into a loan. Seconded by Howard Elstro, motion carried.

### **5. SERVER**

Marlene Schumaker explained to the Committee that the LACRPC server needs to be replaced. Ms. Schumaker requested a quote from Ahelio Tech for a new server, including installation. The quote came in at \$10,167.00. Since the quote was only for a short time, Ms. Schumaker requested the Committee give her authority to purchase a new server up to a certain amount.

#### **Motion 20 (10-20-21) AAC**

Brion Rhodes made a motion to purchase a server at a cost of up to \$12,000. Seconded by Steve Ewing, motion carried.

### **6. RTPO DISCUSSION**

Shane Coleman presented to the Committee on the responsibilities, set-up, and funding of an RTPO. He explained how the MPO and the RTPO could work together for the region's good and what the process would be if the Committee is willing to move forward.

#### **Motion 21 (10-20-21) AAC**

Howard Elstro made a motion for Mr. Coleman to proceed with the RTPO process. Seconded by Brion Rhodes, motion carried.

### **7. EDD DISCUSSION**

Shane Coleman presented to the Committee what becoming EDD would consist of and what would be required of the MPO.

#### **Motion 22 (10-20-21) AAC**

Howard Elstro made a motion for Mr. Coleman to proceed with the EDD process. Seconded by Brion Rhodes, motion carried.

### **7. ADJOURNMENT**

**AAC – October 20, 2021**

**Motion 23 (10-20-21) AAC**

Doug Post made a motion to adjourn. Seconded by Brion Rhodes, motion carried.