

EXECUTIVE COMMITTEE
May 26, 2022

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met on **Thursday, Thursday May 26, 2022** at **4:00 p.m.** in the Commission office located at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of Executive Committee Minutes – April 28, 2022
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

A quorum being present, Steve Ewing brought the meeting to order and proceeded with the agenda.

1. ROLL CALL

Mr. Sean Chapman	Village of Spencerville
Mr. Kevin Cox	Perry Township
Mr. Howard Elstro	City of Lima
Mr. Steve Ewing	Auglaize Township
Mr. Jerry Gilden	Marion Township
Mr. James Mehaffie, virtual	City of Delphos
Mr. Doug Post	Amanda Township
Mr. Thomas Tebben, virtual	City of Lima
Mr. Brion Rhodes, virtual	Allen County
Ms. Beth Seibert	Allen County Commissioner's Office
Mr. Chuck Schierloh	City of Lima

STAFF

Mr. Shane Coleman	Lima-Allen County Regional Planning Commission
Mr. Brandon Casler	Lima-Allen County Regional Planning Commission
Ms. Shaunna Basinger	Lima-Allen County Regional Planning Commission

2. APPROVAL OF EC MINUTES – April 28, 2022

Motion 41 (5-26-2022) EC

Kevin Cox motioned the Executive Committee minutes of April 28, 2022, to be approved. Seconded by Doug Post, motion carried.

3. COMMUNICATIONS

None

4. FINANCIAL REPORT

a. Budget Report

Motion 42 (5-26-22) EC

Steve Ewing made the motion to approve the Budget Report. Seconded by Brion Rhodes, motion carried.

b. Bills to be Approved

Motion 43 (5-26-22) EC

Steve Ewing made the motion to approve the bills to be paid. Seconded by Brion Rhodes, motion carried.

c. Payroll and OPERS

<u>Payroll</u>	<u>Amount</u>	<u>PERS</u>	<u>Medical</u>	<u>Benefit</u>
4-20-2022	\$15,084.51	\$2,111.83	\$218.73	
5-4-2022	\$16,475.40	\$2,306.56	\$238.89	\$1,241.79

Motion 44 (5-26-22) EC

Steve Ewing made the motion to approve Payroll and OPERS. Seconded by Brion Rhodes, motion carried.

5. STANDING COMMITTEES

a. Administrative Affairs Committee

AAC did not meet in May.

b. Community Development Committee

CDC did not meet in May.

c. Developmental Controls Committee

The DCC met on May 24, 2022 with the following agenda:

1. Roll Call
2. Approval Agenda

3. Approval of DCC Minutes- April 26, 2022
4. AM-03-22 American Township
5. Other
6. Adjournment

[..\DCC - 2022\May 2022\DCC 5-24-2022 Minutes.pdf](#)

Motion 45 (5-26-22) EC

Doug Post made the motion to accept the DCC committee report. Seconded by Beth Seibert, motion carried.

- d. Transportation Coordinating Committee
TCC did not meet in May.

6. OTHER COMMITTEE REPORTS

- a. CAAC Committee
CAAC did not meet in May
- b. CAC Committee
CAC did not meet in May.
- c. TAC Committee
The TAC did not meet in May.

7. STAFF PLANNING ASSISTANCE REPORT April 2022

**STAFF REPORT
APRIL 2022**

205. Safety Grant

1. Staff prepared and participated in motorcycle media awareness.
2. Staff prepared for and attended LCC mock crash event.
3. Staff prepared distracted driving awareness, and alcohol for prom safety events.

302

1. Staff prepared for and attended an Ottawa River Coalition event.

305. Environmental Protection

1. Staff prepared for and attended Ottawa River Clean up event.

402.

1. Staff met with West Central Ohio land Conservancy regarding 2022 funding applications.

501. Zoning

1. Staff discussed with Shawnee Township Camden Ridge and Hickory Creek subdivisions.
2. Staff prepared Perry Twp. Zoning map per request from Perry.

505. Subdivisions

1. Staff answered (x) lot split questions.
2. Staff reviewed, recommended, held DCC meeting on 7 Oaks.
3. Staff did a follow up on a replat process.
4. Staff discussed pond design and skimmers with County Engineers Office for Country Aire.

510. Floodplains

1. Staff had a discussion with a Delphos citizen regarding a floodplain violation.
2. Staff finalized floodplain on Lost Creek in Bath with County Engineers Office.
3. Staff worked with County Engineers regarding broken pipe in Lost Creek.

601. Short Range Planning

1. Staff attended the Mayor's press briefing.
2. Staff attended a professional development meeting.
3. Staff prepared the FY 2023 Unified Planning Work Program.
4. Staff attended OARC Transportation Directors meeting.
5. Staff prepared for and attended RTPO meeting
6. Staff correspondence and report on Allen County Transportation Improvement District.
7. Staff confirmed LACRPC renewal and confirmation of Streetlight software.
8. Staff prepared for and conducted TAC, TCC meetings.
9. Staff communicated to all members Safe Streets and Roads for All and the Bypartisan Infrastructure Law site information.
10. Staff reviewed EV infrastructure materials and forwarded.
11. Staff corresponded with Lafayette, Harrod, Bluffton and Delphos regarding Public Participation Plan meeting dates and times.
12. Staff participated in a phone conversation with ODOT Deputy Director and multiple correspondence with District 1 and 7 regarding RTPO.
13. Staff sent performance Measure Resolution to ODOT Central Office
14. Staff registered for NARC conference and ODOT Freight Conference.
15. Staff attended OCMA Leadership Development Training.
16. Staff prepared required Hinkle report for Allen County TID.

602. Transportation Improvement Program

1. Staff reviewed 24-27 TIP season schedule.

605. Surveillance

1. Staff attended a Streetlight seminar.
2. Staff attended the District Safety Review Team meeting.
3. Staff reviewed and responded to Beaverdam on traffic counts request.

6058. Sustainable Development

1. Staff attended Low Vision coalition meeting.
2. Staff began updating the Active Transportation Plan.
3. Staff attended Activer Transporataion Plan steering Committee meeting.
4. Staff attended CHIP meeting.
5. Staff reviewed Bike /Ped count information.
6. Staff attended WOCAP Board meeting.
7. Staff attended Complete Streets meeting.
8. Staff attended Community Health Stakeholder Breakfast.
9. Staff reviewed bike helmet grant opportunity.
10. Staff attended Ohio Action Institue “Complete Street Training”.

610. Long Range Planning

1. Staff gathered information for a Community Assessment.
2. Staff continued to work on the Lima Comp. Plan.
3. Staff attended meeting with Bluffton regarding Comp. Plan
4. Staff reviewed Broadband Ohio Community Accelerator Application process.
5. Staff reviewed the 2040 Lon Rang Plan project listing and possible future funding eligibility.
6. Staff attended Geodesign Summit Webinar.
7. Staff attended NARC Affordable Broadban Webinar.
8. Staff attended Streetlight Webinar.
9. Staff prepared Main Street Corridor map for Lima.
10. Staff attended Allen County Solar meeting.

675. ACRTA

1. Staff prepared a random drug draw for the 1st quarter of 2022.
2. Staff attended RTA monthly Board meeting.

697. Annual Report

1. Staff prepared, printed, and distributed the 2021 Annual Report.

Motion 46 (5-26-22) EC

Kevin Cox made the motion to approve Staff Planning Report; Seconded by Doug Post; motion carried.

8. OLD BUSINESS

Mr. Schierloh inquired about the status of the streetlight program and asked if there were any updates. Mr. Coleman stated that while the program continues to be utilized there is nothing major to report yet..

The official RTPO proposal has been sent to the seven counties, which have until July to return a decision of whether or not they would like to join the proposed RTPO.

An agreement has been signed with Core Consulting and we will be heading into the next phase, planning, in the upcoming summer months. More information will be given as the project develops.

This is just an update, no motion necessary.

Marlene suggests renewing the contract with our current auditor to help ensure a successful transition with the new finance administrator, Brandon Casler, coming on board and Marlene retiring.

Motion 47 (5-26-22) EC

Beth Seibert made the motion to accept and approve Marlene's suggestion for renewing the auditor's contract; Seconded by Steve Ewing; motion carried.

Marlene suggests the following changes to the budget line items:

From	To	Amount
602	610	\$80,000.00
605	610	\$20,000.00

Motion 48 (5-26-22) EC

Doug Post made the motion to accept and approve Marlene's suggestion for the changed to budget line item locations; Seconded by Jerry Gilden; motion carried.

9. NEW BUSINESS

Mr. Coleman introduced Brandon Casler as the new Finance Administrator to which Brndon responded he was happy to be part of the team.

Mr. Coleman then went on to say that his yearly visits to members has started which will include more information on the upcoming TIP update

10. ADJOURNMENT

Motion 40 (3-24-22) EC

Kevin Cox made the motion that the meeting be adjourned. Seconded by Beth Seibert, motion carried.

Submitted by:

Accepted by:

Signature/Secretary

Signature/RPC President

Date: _____

Date: _____

