

**EXECUTIVE COMMITTEE**  
**January 26, 2023**

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met on **Thursday, January 26, 2023 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 EC minutes – December 22, 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, Howard Elstro 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. Steve Ewing	Auglaize Township
Mr. Mitch Kingsley, virtual	Village of Bluffton
Mr. Jamie Mehaffie	City of Delphos
Mr. Doug Post	Amanda Township
Mr. Brion Rhodes	Allen County
Ms. Beth Seibert	Allen County
Mr. Thomas Tebben	City of Lima
Mr. Chuck Schierloh	City of Lima

**STAFF**

Ms. Shaunna Basinger                      Lima-Allen County Regional Planning Commission

**2. APPROVAL OF EC MINUTES – December 22, 2022**

Committee members made note of a few typo corrections that needed to be made.

**Motion 1 (1-26-2023) EC**

Kevin Cox motioned the Executive Committee minutes of December 22, 2022 be approved per the requested corrections. Seconded by Doug Post, motion carried.

**3. COMMUNICATIONS**

No new communications.

**4. FINANCIAL REPORT**

December Financials

a. Budget Report

Casler was unable to attend due to a personal emergency. Committee members made note of questions with Basinger in regards to invoices and membership breakdown

b. Bills to be Approved

c. Payroll and OPERS

<u>Payroll</u>	<u>Amount</u>	<u>PERS</u>	<u>Medical</u>	<u>Benefit</u>
12-7-2022	\$12,592.33	\$1,437.93	\$182.59	
12-21-2022	\$12,842.32		\$186.21	\$1,496.97

**Motion 2 (1-26-23) EC**

Brion Rhodes made the motion that the financial report be accepted, without comment from Casler, granting authority to pay necessary invoices with a request of a report summary of the December financials at the next Executive Committee meeting. Seconded by Steve Ewing, motion carried.

**5. STANDING COMMITTEES**

a. Administrative Affairs Committee

AAC did not meet in January.

b. Community Development Committee

CDC met on January 19, 2023 with the following agenda:

- Roll Call/Introduction
- Approval of CDC Minutes- August 18, 2022
- RTA Report
- TIP, STIP, and LRTP Update
- Other
- Next Meeting Date
- Adjournment

[CDC January Minutes](#)

**Motion 3 (1-26-22) EC**

Doug Post made the motion to accept the CDC report. Seconded by Tom Tebben, motion carried.

c. Developmental Controls Committee

DCC met on January 3, 2023 with the following agenda:

- Roll Call
- Approval of Agenda
- Approval of DCC Minutes – December 20, 2022
- Staff Recommendation- Construction Drawings 7 Oaks Subdivision Phase 3
- Other
- Adjournment

[January 3rd DCC Minutes](#)

DCC met on January 17, 2023 with the following agenda:

Roll Call  
Approval of Agenda  
Approval of DCC Minutes- January 17, 2023  
Staff Recommendation- Camden Ridge Phase 2 Construction Drawing Resubmission  
Other  
Adjournment

[January 17th DCC Minutes](#)

**Motion 4 (1-26-23) EC**

Brion Rhodes made the motion to approve the DCC report. Seconded by Beth Seibert, motion carried.

d. [Transportation Coordinating Committee](#)

TCC met on January 26, 2023 with the following agenda:

Roll Call  
Acceptance of TAC minutes – January 24, 2023  
Approval of TCC minutes- November 17, 2022  
RTA Update  
TIP, STIP, LRTP Update  
Other  
Adjournment

[January TCC Minutes](#)

**Motion 5 (1-26-23) EC**

Brion Rhodes made the motion to approve the TCC report. Seconded by Jamie Mehaffie, motion carried.

**6. OTHER COMMITTEE REPORTS**

a. [CAC Committee](#)

CAC met on January 24, 2023 with the following agenda:

Roll Call  
Approval of CAC minutes- November 15, 2022  
RTA Update  
TIP, STIP, LRTP Update  
Other  
Adjournment

[CAC January Minutes](#)

b. [TAC Committee](#)

TAC met on January 24, 2023 with the following agenda:

Roll Call  
Acceptance of TAC minutes – November 15, 2022

RTA Update  
TIP, STIP, LRTP Update  
Other  
Adjournment

[TAC January Minutes](#)

**Motion 6 (1-26-23) EC**

Steve Ewing made the motion to approve the CAC and TAC reports. Seconded by Doug Post, motion carried.

**1. STAFF PLANNING ASSISTANCE REPORT: December 2022**

**205. Safety Grant**

1. Communications with Coalition about upcoming Partner's Breakfast
2. Partner's breakfast agenda prep
3. Correspondence with OSHP about fatal crash's
4. Safety Council meeting
5. Fatal Crash presser agenda and attend.
6. Attended DSGPO presser
7. Worked on expenditure report.

**415.**

1. Legal notice to Delphos Herald for draw of funds
2. 2 mortgage releases
3. 2 bid days for 2 projects
4. Draw downs for Project in LaFayette
5. Work on B-FA-20-1

**501. Zoning**

1. Zoning petition Jackson Township finalized
2. Staff worked with Tax Map office regarding replat in Bath TWP
3. Staff reviewed bath twp. zoning documents
4. Staff prepped, attended and ran DCC meeting
5. Staff Printed out American Twp Zoning maps
6. Staff attended meeting with County Prosecutors about Solar Zoning
7. Staff attended township meeting on potential solar farm
8. Staff updated zoning map

**505. Subdivisions**

1. Staff processed Sixteen (16) lot splits
2. Staff answered Twenty-eight (28) lot split questions
3. Staff Prepare for DCC meeting
4. Staff met with tax map office about various lot splits
5. Staff reviewed surveys for variance
6. Staff reviewed comments on Camden Ridge construction resubmissions
7. Staff reviewed comments for 7 Oaks from County Engineer.

**510. Floodplains**

1. Staff answered twenty (20) floodplain questions.
2. Staff wrote up flood reduction for Bluffton
3. Staff reviewed LOMC for Bath Twp floodplain violation
4. Staff met with soil and water regarding the current status of take five oil change floodplain permits
5. Staff researched CRT program for Allen County EMA
6. Staff Followed up on floodplain violation in Bath TWP.

**601. Short Range Planning**

1. Staff attended Bluffton comp ppp
2. Staff updated newsletter and sent out.
3. Staff reviewed weekly reports from ODOT.
4. Staff worked on prints for Activate Allen County
5. Staff met with ACCESS Engineering
6. Staff met with various members about projects
7. Staff prepped and attended monthly committee meetings
8. Staff worked on Webpage

**602. Transportation Improvement Program**

1. Staff met with ODOT
2. Staff reviewed list of obligated projects
3. Staff had correspondence with ODOT about timeline of TIP
4. Staff attended meeting with county engineer about long range plan and TIP funding.
5. Staff did some Streetlight bike and ped infrastructure mapping.
6. Staff attended meeting with ODOT district and members of central office to go over funding and lists of obligated projects.
7. Staff worked on timeline and meeting dates for public involvement process.
8. Staff met with ODOT to get access to ELIIS.
9. Staff worked on PPP for TIP
10. Staff met with AECO
11. Staff met with HARROD about TIP
12. Staff met with City of Lima about TIP Projects
13. Staff met with Water and Sewer about Tip projects.

**605. Surveillance**

1. Correspondence with ODOT for QCEW data
2. DSRT agenda and meeting
3. Staff attended Bike\Ped steering committee meeting
4. Staff attended DSRT Meeting
5. Staff worked on Bike/Ped crash modeling
6. Bike Ped task force meeting
7. Staff worked on Mapping network utilization and equity analysis
8. Staff worked on Fatal Crash Mapping
9. Staff attended meeting with County Engineer
10. Staff met with ODOT about traffic management tools
11. Staff did reviews of access management
12. Staff worked on maps for Fatal Crash report.

**6058. Sustainable Development**

1. Staff worked on Delphos ADA plan
2. Staff worked on Youth Activity Transportation outreach plan
3. Staff reviewed and worked on Active Transportation Plan
4. Bike/ped Counts.
5. Staff worked Complete Streets for Bluffton.
6. Staff attended Bath Twp solar zoning meeting.
7. Staff reviewed GAP generator results.
8. Staff attended meeting with JAMPD about Active Transportation Plan
9. Staff met with parks for clueways for Active Transportation Plan

**610. Continuing Planning**

1. Community Assessment
2. Staff attended Ottawa River Coalition meeting

- 3. Staff worked on Lima Neighborhood plan
- 4. Community development meeting
- 5. Bluffton Comp plan
- 6. WOCAP Community Assessment edits and additions
- 7. Staff had correspondence about Lima housing project plan.
- 8. Staff communicated with ESRI for ARCMAP GIS.

**610.4 Long Rang Transportation Planning**

- 1. County Demolition Map
- 2. Staff had correspondence with ODOT about structure of new LRTP
- 3. Staff attended a meeting with ORDC
- 4. Staff met with ODOT about new funding for projects
- 5. Staff worked on timeline for new LRTP.
- 6. Staff met with and had correspondence with various members about current and possible new projects for the new LRTP.

**675. ACRTA**

- 1. Staff attended the ACRTA Board meeting.
- 2. Met with RTA leadership about funding in long rang plan
- 3. Staff worked on resolutions for STIP corrections.
- 4. Staff met with RTA about new projects for TIP

**Motion 7 (1-26-23) EC**

Kevin Cox made the motion to accept the Staffing Report. Seconded by Doug Post, motion carried.

**9. OLD BUSINESS**

**10. NEW BUSINESS**

Mr. Elstro briefed the committee on the memorandums of understanding and membership invoices which were due to be signed and sent out for signatures to member political subdivisions.

Beth Seibert questioned who the signatory should be in the ansence of an Executive Director. Elstro responded that legal advised that the Board President is the signatory for MPO issues.

**Motion 8 (1-26-23) EC**

Steve Ewing made the motion to allow Board President Elstro to enter into agreement with various member subdivisions and LACRPC in support of the LACRPC serving as the MPO for individual political subsivisions. Seconded by James Mehaffie, motion carried.

**11. ADJOURNMENT**

**Motion 9 (1-26-23) EC**

Doug Post made the motion that the meeting be adjourned. Seconded by Kevin Cox, motion carried.

Submitted by:

Accepted by:

\_\_\_\_\_  
Signature/Secretary

\_\_\_\_\_  
Signature/RPC President

Date:\_\_\_\_\_

Date:\_\_\_\_\_



