

ADMINISTRATIVE AFFAIRS COMMITTEE
March 21st, 2022

There was a meeting of the **Administrative Affairs Committee** of the Lima Allen County Regional Planning Commission on **March 21st, 2023**, at **4:00** p.m. in the Commission office at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of AAC Minutes –February 16th, 2022
3. Building Project Update
4. Staffing Update
5. Other
6. Adjournment

A quorum being present, Tara Reynolds Bales brought the meeting to order and proceeded with the agenda.

1. ROLL CALL

Mr. Steve Ewing	Auglaize Township
Mr. Jamie Mehaffie	City of Delphos
Ms. Kelli Singhaus	Allen County
Mr. Thomas Tebben	City of Lima
Mr. Jerry Gilden	Marion Township
Mr. Sean Chapman	Spencerville Township
Mr. Doug Post	Amanda Township

GUESTS

STAFF

Mrs. Tara Reynolds-Bales	Lima-Allen County Regional Planning Commission
Mr. Brandon Casler	Lima-Allen County Regional Planning Commission

2. APPROVAL OF AAC MINUTES – February 16th, 2022

Motion 06 (03-21-2023) AAC

Jamie Mehaffie motioned to accept and approve the February 16th, 2023 meeting minutes. Seconded by Doug Post, the motion carried.

3. BUILDING PROJECT UPDATE

Mr. Casler shared with the committee that he had received an update from Blaine Cline, Core Consulting, on the building project. The last part of the drawings are being completed right now, and in the next week they will be coming out to measure with a laser to get the right numbers. It should be out for bid around the end of April with the hope that the project is completed by the end of summer/fall 2023.

4. STAFFING UPDATE

Brandon Casler updated the committee about a meeting with ODOT about the next steps with the consultant for the RTPO, and presented them with a draft of a scope that will go out for bidding in the

next week. From there the potential consultants have 2 weeks to give of a LOI and from there myself, Tara and ODOT will meet to discuss rates and actual scope of work.

Tara Reynolds-Bales also updated the committee that Mr. Cody Doyle had interviewed for the RTPO Manager position. Mr. Howard Elstro, Mr. Tom Tebben, Mr. Shane Coleman, and Mrs. Tara Reynolds-Bales interviewed him and after discussion offered him the position starting at \$70,000. Mr. Doyle countered with \$76,000. Mr. Tebben gave his thoughts on why we should not counter due to some worries about if it was the best fit for the commission. Mr. Casler presented the committee with an actual job description of what the Program Manager will be doing for the RTPO and that there could be further discussion about possibly raising the payrate of the Project Manager due to the elevated responsibilities that come with the position.

It was then discussed if there is a possibility of keeping Mr. Doyle on as just a Senior Planner at the starting rate of \$70,000 due to the fact that the work that he is already completing is that of a Senior Planner. The committee agreed that this might be the best course and that we would table the discussion to a later date so that we can gather information from members of the committee that were not present.

5. Other

There were no other topics.

6. Adjournment

Motion 07 (2-16-23) AAC

Steve Ewing made a motion to adjourn. Seconded by Doug Post, motion carried. Meeting Adjourned at 4:47 P.M.