

EC – December 19, 2024

EXECUTIVE COMMITTEE

December 19, 2024

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met in regular session on **Thursday, December, 2024, at 4:00 p.m.** in the Commission office located at 130 West North Street, Lima, Ohio.

A quorum being present, Chairperson Doug Post brought the meeting to order at 4:00 p.m. and roll was taken.

1. ROLL CALL

Brad Baxter	Bath Township
Kevin Cox	Perry Township
Howard Elstro	City of Lima
Steve Ewing	Auglaize Township
Jerry Gilden	Marion Township
Mitch Kingsley	Village of Bluffton
Jamie Mehaffie	City of Delphos
Doug Post	Amanda Township
Brion Rhodes	Allen County
Chuck Schierloh	City of Lima
Beth Seibert	Allen County
Kelli Singhaus	Allen County

STAFF

Rebecca Phillips	Lima-Allen County Regional Planning Commission
Tonya Dye	Lima-Allen County Regional Planning Commission

2. APPROVAL OF EC AGENDA – December 19, 2024

Motion 100 (12-19-2024) EC

Mr. Baxter moved that the agenda be approved as corrected, with the addition of a Board Development Activity. Seconded by Mr. Cox; the motion carried.

Mr. Kingsley asked for a few moments for a Board Development Activity, based on the Bylaws Committee's work. It had been noted in the Bylaws Committee that some basic education may need to occur for board and committee members, especially those new to the organization. He then went through the minutes and quizzed the committee members on the acronyms used within the report.

3. APPROVAL OF EC MINUTES – November 21, 2024

Motion 101 (12-19-2024) EC

Mr. Kingsley moved that the Executive Committee minutes of November 21, 2024, be approved. Seconded by Mr. Elstro. The motion carried.

4. CORRESPONDENCE

Ms. Phillips stated that the only correspondence had been holiday cards from various entities that had been received. She passed them around for the committee to review.

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5. FINANCIAL REPORT

Ms. Phillips provided the budget revenue, budget expense, bills to be approved, payroll, and OPERS reports. The 4th quarter dues for the City of Lima had been received. She was going to start working on the membership MOUs for the next calendar year, with the 2025 membership fees due in February 2025. She mentioned that the agency continues to watch expenses and that staff is concentrating its work in the 600 series and training. Projects were completed in the TIP, traffic studies, and Activate Allen County among others. The final numbers match the auditor's numbers.

Ms. Phillips mentioned that next year there were a few townships showing interest in updating their Comprehensive Plans, including Shawnee and Bath townships.

Ms. Seibert stated that she appreciated Ms. Phillips' work on the various financial reports. However, she would ask to see a breakdown on the other revenues listed under the Sundry category to see what compromises those deposits and to what extent they are individually. Ms. Phillips stated that the Sundry account would be used for Floodplain fees, subdivision and land division fees, and cost allocation for members. It was determined that these can be done in the subcategory report rather than making additional line items in MUNIS.

In the expense category, it was again stated that the original 2024 budget had not anticipated the extra staff and that had been adjusted in the course of the year. The ChoiceOne contract with WORPO was coming to a close at the end of the month, and that expense would be phased out. Mr. Mazur continues to consistently bill out of the 600 series for his consultant fees. The timing of some utility payments depends upon the arrival of the bill and how it matches with the auditor's timeline for submission and payment. That will sometimes yield two bills paid in the same cycle.

Motion 102 (12-19-2024) EC

Mr. Kingsley made the motion to approve the budget revenue, budget expense reports, and payment of the bills, payroll, and OPERS as presented. Seconded by Mr. Baxter; the motion carried.

6. STANDING COMMITTEES

a. Administrative Affairs Committee

The AAC met yesterday with the primary topic being the Executive Director Search. This will be discussed later in Executive Session

b. Community Development Committee

The Community Development Committee did not meet this month.

c. Developmental Controls Committee

The DCC met on December 7th regarding a rezoning of 237 acres in Bath Township from Rural to R-1. Staff recommended denial for three reasons, primarily regarding safety concerns. The committee approved a motion denying the staff recommendation by roll call vote. That vote had 7 Ayes, 3 Nays, and 2 Abstains. Mr. Baxter updated the committee on the progress of this development. There will be a public hearing on the development on January 7, 2025.

Motion 103 (12-19-2024) EC

Mr. Ewing made the motion to accept the committee report. Seconded by Mr. Gilden; the motion carried.

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d. Transportation Coordinating Committee

The TCC met just prior to this meeting. The RTA gave an update on the garage and ridership numbers. They also spoke about a new translation service that they are expecting to go live at the beginning of the year. The Amanada Township Comprehensive Plan was approved for Finalization and transmittal to Amanda Township for their acceptance. Information was given on the roundabout on Bluelick Road. The committee also authorized the addition of CMAQ money to the TIP.

Motion 104 (12-19-2024) EC

Mr. Rhodes made the motion to accept the Committee Report. Seconded by Mr. Cox; motion carried.

8. OTHER COMMITTEE REPORTS

The TAC follows the same information as the TCC.

9. DIRECTOR'S REPORT- STAFF REPORT

Ms. Rebecca Phillips gave the committee the Staff Report for the last month. Mr. Mazur is keeping busy within the 600 series. Ms. Kinnear has been working on the Safety Grant developing new programs, such as safety messages for teens and the Drive Safe or Be Pulled Over program. Mr. Haunhorst was working on the quarterly cost of living report. Staff was working on Bluffton and Bath Township zoning maps. Lot splits continue to increase this month. The TIP is due this Spring, so there has been significant work on that report. There have been meetings with RTA for technical support projects in 2025, with both organizations looking for ways to expand cooperation. WORPO development was also continuing.

Motion 105 (12-19-2024) EC

Mr. Baxter made the motion to accept the Director's Report. Seconded by Ms. Singhaus; motion carried.

10. OLD BUSINESS

a. Executive Director Search

Motion 106 (12-19-2024) EC

Mr. Kingsley made the motion to enter into Executive Session for the purposes of discussing personnel. Seconded by Mr. Elstro. A roll call vote was taken.

Mr. Baxter	Aye	Mr. Post	Aye
Mr. Cox	Aye	Mr. Rhodes	Aye
Mr. Elstro	Aye	Mr. Schierloh	Aye
Mr. Ewing	Aye	Ms. Seibert	Not Present
Mr. Gilden	Aye	Ms. Singhaus	Not Present
Mr. Kingsley	Aye	Ms. Smith	Not Present
Mr. Mehaffie	Aye		

The motion carried. At that time, Mr. Post asked staff to leave the room during the executive session. The committee went into Executive Session at 4:57.

The Executive Session was concluded under motion by Mr. Kingsley, seconded by Mr. Ewing. The vote to conclude the Executive Session was unanimous among the present members. The Executive Session was concluded at 5:47.

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Motion 107 (12-19-2024) EC

At this time, Mr. Rhodes made a motion to accept the report of the AAC. It was seconded by Mr. Mehaffie; the motion carried.

11. NEW BUSINESS

Mr. Elstro stated that there is potential legislation and a ballot issue regarding Bonding for the Ohio Public Works Commission.

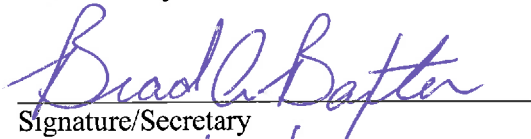
12. ADJOURNMENT

Motion 108 (12-19-2024) EC

Mr. Ewing made the motion that the meeting be adjourned. Seconded by Mr. Baxter, the motion carried.

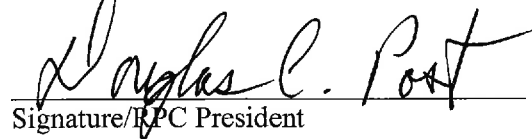
The meeting adjourned at 5:50 p.m.

Submitted by:


Signature/Secretary

Date: 1/23/2025

Accepted by:


Signature/RPC President

Date: 1-23-2025