

EC – January 23, 2025

EXECUTIVE COMMITTEE

January 23, 2025

The **Executive Committee** of the Lima-Allen County Regional Planning Commission met in regular session on **Thursday, January 23, 2025**, 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
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
Sharetta Smith	City of Lima

STAFF

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

2. APPROVAL OF EC AGENDA – January 23, 2025

Motion 01 (01-23-2025) EC

Ms. Singhaus moved that the agenda be approved as submitted. Seconded by Ms. Smith; the motion carried.

3. APPROVAL OF EC MINUTES – December 19, 2024

Motion 02 (01-23-2025) EC

Mr. Baxter moved that the Executive Committee minutes of December 19, 2024, be approved. Seconded by Mr. Kingsley. The motion carried.

4. CORRESPONDENCE

Ms. Phillips stated that the only correspondence had been the Save the Date from the City of Lima for the City's State of the City address on February 6, 2025, an invitation to a Women and Business meeting, and a letter from the NAACP notifying the agency about their upcoming scholarship award dinner and soliciting donations.

5. FINANCIAL REPORT

Ms. Phillips provided the budget revenue, budget expense, bills to be approved, payroll, and OPERS reports. The revenue report adds more detail on the sundry line item for December. Restitution from Brandon Casler continues slowly, at a total of \$585. A \$51.37 reimbursement was made from the safety

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grant as well. The expense budget saw more in services in 2024 due to WORPO's contract with Choice One. There was also a revision in the budget due to the additional hires in 2024. The bills to be approved are fairly typical. Thomas Mazur continues to work in the 600 series and looks for growth opportunities for the agency. His time falls under services. Softsys is a utility for hosting and maintaining our website server. They offer a discount to pay in two-year increments. Schneider Downs is our timekeeping software which is already up and running. There were three payrolls in December as well.

Motion 03 (01-23-2025) EC

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

6. STANDING COMMITTEES

a. Administrative Affairs Committee

The AAC met yesterday with much of the meeting being held under executive session. Part of the conversation was an update on the building renovations for the front of the building. We still do not have a price quote, as they have several contractors working on different items. We asked that a material sample be provided to the board as the option presented was a "stucco-like" substance that had the appearance of brick. It was asked if pictures and color samples could be provided. It would also need to go to the city design review council. Weigant has stated that they have been working with the City Design Council.

Motion 04 (01-23-2025) EC

Mr. Gilden made the motion to enter into Executive Session for the purposes of discussing personnel matters. Seconded by Mr. Schierloh. 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	Not Present	Ms. Seibert	Aye
Mr. Gilden	Aye	Ms. Singhaus	Aye
Mr. Kingsley	Aye	Ms. Smith	Aye
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 4:13.

The Executive Session was concluded under motion by Mr. Kingsley, seconded by Mr. Cox. The vote to conclude the Executive Session was unanimous among the present members. The Executive Session was concluded at 4:43.

Motion 05 (01-23-2025) EC

Mr. Mehaffie made the motion to Change the Title of Ms. Dye from Administrative Assistant to Assistant Planner. Seconded by Ms. Smith; the motion carried.

Motion 06 (01-23-2025) EC

Mr. Mehaffie made the motion to accept the committee report. Seconded by Ms. Smith; the motion carried.

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b. Community Development Committee

The Community Development Committee met this month. Topics discussed were the Agency's collaboration with RTA and some of the projects that have been undertaken; WORPO and TIP status, including the invitation to the Open House on April 1st, and the Bluffton SR 103 Pathway development project. Mr. Kingsley stated that it was a major project due to ODOT specifications being necessary, but there are a lot of very nice features.

Motion 07 (01-23-2025) EC

Mr. Baxter made the motion to accept the committee report. Seconded by Ms. Seibert; the motion carried.

c. Developmental Controls Committee

The DCC met on January 14th to discuss American Township's zoning regulation on adult use/medical cannabis facilities. The township is limiting the number of dispensaries to one. There is to be no drive-through service and no loitering. Hours will be limited and there will be a \$10,000 impact fee assessed, a lot of which will go towards education. The committee approved the staff recommendation.

Motion 08 (01-23-2025) EC

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

d. Transportation Coordinating Committee

The TCC met just prior to this meeting. RTA gave their ridership update and spoke about the garage renovations. The TIP draft needs to be submitted by January 31st, and the Open House will be on April 1st, 2 pm – 6 pm. They recognized the designation of WORPO, which is to be administered through LACRPC. There was a training program given to some of the villages regarding Infrastructure grants. The 2024 Fatal Crash Report Draft was also moved forward for public comment.

Motion 09 (01-23-2025) EC

Mr. Baxter made the motion to accept the Committee Report. Seconded by Mr. Kingsley; motion carried.

8. OTHER COMMITTEE REPORTS

The CAC met this month with reports on WORPO and the TIP, the collaboration between RTA and LACRPC and some of the projects that the City of Lima is undertaking.

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. Staff continues to work on Training. Ms. Kinnear has been busy with the safety grant, working with Big Brothers/Big Sisters, the Safety Coalition, and beginning with the local high school collaborations for prom, where we supply "Drunk Goggles" to demonstrate the effects of alcohol and driving. She is also working with RTA to develop more collaborative projects with them to utilize ODOT funding. There were zoning resolutions for Bath and Spencer townships, several lot splits, and some floodplain work. Ms. Barry has been working on the TIP and WORPO, for which the governor formally designated the RTPO. Staff reviewed some of the fatal crashes as well. Staff is also working on mapping food deserts, reviewing land use, development mapping, finishing the Amanda Comprehensive Plan, and other planning projects.

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Motion 10 (01-23-2025) 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

This was covered in the AAC under executive session for personnel matters.

b. Building Renovations Update

This was covered in the AAC.

11. NEW BUSINESS

a. Change in Staff Title

This was covered in the AAC.

b. Other

Ms. Phillips stated that we received the audit back with no findings. The covered period was from 7/1/2023-6/30/2024. The cost was \$4100.

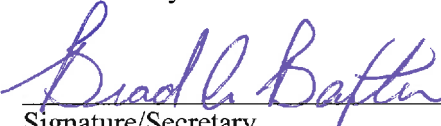
12. ADJOURNMENT

Motion 11 (01-23-2025) EC

Mr. Rhodes made the motion that the meeting be adjourned. Seconded by Mr. Cox, the motion carried.

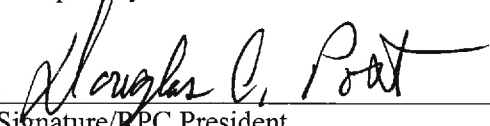
The meeting adjourned at 5:00 p.m.

Submitted by:


Signature/Secretary

Date: 2/27/2025

Accepted by:


Signature/RPC President

Date: 2-27-25