

Executive Committee Meeting Minutes  
Thursday, November 13, 2008

LUC 1<sup>st</sup> Vice-President Charles Hall called the meeting to order at 1:15 pm.

**Roll Call** - Jenny Snapp, Director

**Members present:** Tracy Allen, Mike Bow, Max Coates, Scott Coleman, Jim Coon, Doug Crabill, Robb Cummins, Bill Edwards, Charles Hall, Paul Hammersmith, Bill Kelley, Valerie Klingman, Doug Miller, Barry Moffett, Tim Notestine, Dan Rooney, Pat Paris for Ryan Shoffstall, Fereidoun Shokouhi, Rick Shortell, Jenny Snapp, Steve Stolte, and Andy Yoder.

**Members absent:** Paul Blair, Greg DeLong, Jack Engle, Jim Holycross, Jack Reser, and Jim Thompson.

**Guests present:** Judy Christian of York Township, Kyle Hanigosky, and Heather Martin of LUC Regional Planning Commission.

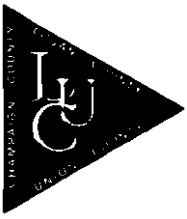
**Minutes:** Max Coates made the first motion to approve the minutes from the October 9, 2008 meeting. Scott Coleman made the second motion to approve the minutes from the October 9, 2008 meeting. All in favor.

**Treasurer's Report:** LUC Treasurer Andy Yoder presented the Financial Report. Paul Hammersmith made the first motion to approve the Financial Report. Scott Coleman made the second motion to approve the Financial Report. Fereidoun Shokouhi questioned if the balance of the account was gaining interest and is the LUC received that interest. Jenny Snapp explained that it is received quarterly from the Logan County Auditor's Office. All in favor.

**ODOT Reports:** Tracy Allen reported for ODOT District 6 and Robb Cummins reported for ODOT District 7.

**New Business:**

1. Review of 8100 Corporate Center Phase 2 Amended Preliminary Plat
  - a. Fereidoun Shokouhi made the first motion to approve the Preliminary Plat subject to comments by the Union County Engineer's Office and LUC Regional Planning Commission which must be incorporated into the Construction Drawings and Final Plat. Max Coates made the second motion. All in favor.



# Logan-Union-Champaign regional planning commission

Director: Jenny R. Snapp

2. 2009 Executive Committee Nominations – Nominations Committee – Jenny Snapp. Nominations will go in front of the entire membership at the Annual Meeting for approval. Discussion was held in regards to one person holding two offices, though there are no bylaws, that will be avoided by having Max Coates be Treasurer when Andy Yoder is acting President.
  - a. Steve Stolte made the first motion to approve presenting the nominations at the LUC Annual Meeting, and Fereidoun Shokouhi made the second motion. All in favor.
3. Annual Meeting & Banquet Details – Heather Martin
  - a. Thank you to the sponsors: DP & L, URE, Logan County Co-op and Pioneer Rural Electric
  - b. All ticket information will need given to Heather by Friday, November 14.
  - c. The dinner is November 20 at Winner Harvest Barn
4. December Executive Committee Luncheon Details – Heather Martin
  - a. The Luncheon will be held at the LUC office on December 11 at 12:15 PM. RSVP's are needed by December 4. Lunch will be from Benny's in Marysville.

## **Director's Report – Jenny Snapp, Director**

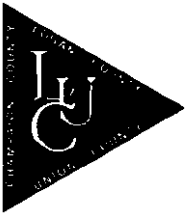
### **Comments from Individuals**

1. DP & L gave a donation to the LUC to be used for board room tables. They are extending the challenge to other members to see if their agency can also offer a donation to be used for this.
2. Steve Stolte asked for more information on the census training and how involved it will be. Jenny Snapp provided the information that she has as this point: LUC has been designated as the affiliate representative for Champaign County. The lead agency is the Clark County Planning Commission, who will take the lead, but they've called and asked that we take a secondary lead. We anticipate taking the lead for Logan County, but have not yet heard about Union County. I will find more information at the upcoming training.
3. Steve Stolte also asked for an update on the ODOT 21<sup>st</sup> Century Task Force and for the recommendations. Jenny Snapp felt it might be a good idea to give a joint presentation with Joanna, in December possibly, on the recommendations. For the Maximizing Public Investment Subcommittee, we're trying to finalize draft recommendations to be put forth to the entire Task Force. Possible alternatives on a whole toolbox of finance options.
4. Charles Hall gave an update on former Union County Commissioner Glen Irwin, who had a heart attack. He is not doing well and is need of a bypass.
5. The Zoning & Subdivision December meeting will be held on the 11<sup>th</sup>, at approximately 11:15 am before the luncheon and Executive Committee.

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# Logan-Union-Champaign regional planning commission

Director: Jenny R. Snapp

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**Adjourn:** Fereidoun Shokouhi made the first motion to adjourn the LUC Executive Committee Meeting at approximately 1:57 pm, and Max Coates seconded the motion. All in favor.

**Next Scheduled Meeting:** Thursday, December 11, 2008, 1:15 pm at the LUC Regional Planning Commission building located at 9676 E. Foundry Street, East Liberty.

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President

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Secretary

**LUC Regional Planning Commission  
Treasurer's Report**

**BEGINNING BALANCE ON October 1, 2008** **\$ 161,978.94**

**RECEIPTS**

Jackson Twp., Champ. Co.	2008 Assessment	\$ 1,199.90
Union County	Planner 3rd Quarter	\$ 12,500.00
HP Corporation	Rebate Check	\$ 50.00
Union Rural Electric	Annual Mtg. Sponsorship & Tickets	\$ 700.00
Stonecreek Development	8100 Corporate Preliminary Plat File	\$ 900.00
Logan County	FY 2007 Fair Housing	\$ 5,700.00

**TOTAL RECEIPTS** **\$ 21,049.90**

**TOTAL CASH ON HAND** **\$ 183,028.84**

**EXPENDITURES**

Employee Salaries	3 Pay Periods	\$ 20,162.93
PERS	Sep-08	\$ 1,870.23
Medicare	3 Pay Periods	\$ 290.58
CEBCO	Health Insurance	\$ 1,733.70
Anthem Life	Life Insurance	\$ 8.80
Time Warner Cable	Internet/DSL	\$ 94.91
Embarq	Telephone	\$ 317.34
Verizon Wireless	Cell Phone	\$ 129.16
Staples	Supplies/Equipment	\$ 1,473.48
US Postal Service	Postage	\$ 194.80
LUC Regional Planning	Petty Cash	\$ 73.47
LUC Regional Planning	Petty Cash	\$ 58.20
Heather Martin	Mileage - September 2008	\$ 21.80
Jenny Snapp	Mileage - September 2008	\$ 199.00
Jenny Snapp	Expenses	\$ 251.39
Weston Dodds	Mileage - September 2008	\$ 302.50
Kyle Hanigosky	Mileage - September 2008	\$ 241.00
Kyle Hanigosky	Expenses	\$ 39.00
David Wilson	Mowing	\$ 20.00
OSU Land Use Conference	Staff Registrations - Nov.17	\$ 165.00
Marysville Journal Tribune	Annual Subscription	\$ 109.00
Miller Graphics	Sign	\$ 172.80
Snyder Home Repair	Upstair Window Repair - Wind Damage	\$ 75.00
First & First	Building Repairs	\$ 87.50

**\$ 28,091.59**

**Bldg.**


Christine Bullock	Cleaning	\$ 90.00
Dayton Power & Light	Electric	\$ 131.83

**\$ 221.83**

**TOTAL EXPENDITURES** **\$ 28,313.42**

**BALANCE ON HAND AS OF October 31, 2008** **\$ 154,715.42**

Respectfully Submitted,

  
Andy Yoder,  
Treasurer

# 2008 Budget Summary

As of 11/10/2008

10-800 REVENUES:	Estimated	To Date	CashBalance
<b>1 Per Capita Assessments</b>			
County & City	\$ 130,156.35	\$ 130,156.36	\$ (0.01)
Villages & Townships	\$ 41,082.34	\$ 51,370.93	\$ (10,288.59)
<b>2 Estimated Interest</b>	\$ -	\$ 3,406.45	\$ (3,406.45)
<b>3 Estimated Other</b>	\$ 80,000.00	\$ 105,319.76	\$ (25,319.76)
<b>4 Services and Projects</b>	\$ 50,000.00		
<b>Estimated Total Revenue</b>	<b>\$ 301,238.69</b>	<b>\$ 290,253.50</b>	<b>\$ 10,985.19</b>

10-100 EXPENDITURES:	Estimated	To Date	Unencumbered
<b>1020 Salaries &amp; Wages</b>	\$ 196,244.00	\$ 128,951.01	\$ 67,292.99
<b>1030 Supplies</b>	\$ 6,000.00	\$ 13,939.97	\$ (7,939.97)
<b>1040 Equipment</b>	\$ 4,500.00	\$ 949.10	\$ 3,550.90
<b>1050 Utilities</b>	\$ 5,000.00	\$ 4,556.42	\$ 443.58
<b>1060 Travel</b>	\$ 7,000.00	\$ 5,907.17	\$ 1,092.83
<b>1070 Professional Development</b>	\$ 3,500.00	\$ 3,354.15	\$ 145.85
<b>1090 Other Expenses</b>	\$ 3,500.00	\$ 9,887.50	\$ (6,387.50)
<b>1091 PERS</b>	\$ 27,474.00	\$ 16,397.16	\$ 11,076.84
<b>1092 Workers Compensation</b>	\$ 4,906.00	\$ 2,363.31	\$ 2,542.69
<b>1093 Medicare</b>	\$ 2,846.00	\$ 1,845.84	\$ 1,000.16
<b>1094 Hospital / Life Insurance</b>	\$ 15,000.00	\$ 13,513.54	\$ 1,486.46
<b>1100 Contingencies</b>	\$ 10,000.00	\$ 11,026.28	\$ (1,026.28)
<b>1200 Union County 50% Plat Reimbursement</b>	\$ -	\$ -	\$ -
<b>1300 Building Fund</b>	\$ 7,000.00	\$ 6,983.71	\$ 16.29
<b>1400 Development Projects</b>	\$ -	\$ -	\$ -
<b>Estimated Total Expenditures</b>	<b>\$ 292,970.00</b>	<b>\$ 219,675.16</b>	<b>\$ 73,294.84</b>

## STATEMENT:

Estimated Total Revenue	\$ 301,238.69
Estimated Total Expenditures	\$ 292,970.00
Estimated Balance	\$ 8,268.69
Actual Cash On Hand January 1, 2008	\$ 84,137.08
Estimated Balance December 31, 2008	\$ 92,405.77

**LUC MEETING**  
**November 13, 2008**

**Active Construction Projects**

**ODOT Project 070506**

**UNI-SR739-0.61, PID Number 81482**

**Description:** Railroad grade separation on new alignment.

**Location:** Liberty Township. SR739 north of Honda Parkway

**Maintenance of Traffic:** Traffic maintained

**Completion Date:** 07/31/2008 – postponed to 10/30/2008

**Contractor:** E.S. Wagner Company

**Amount:** \$6,330,612.

**Project Status:** Open to traffic 10/03/2008. Final grading in process.

**ODOT Project 080122**

**UNI-US33-22.11, PID Number 25709**

**Description:** Mitchell-DeWitt Road over US33 – deck overlay. SR4 over Bokes Creek – deck replacement

**Location:** Jerome Township. Mitchell Dewitt Road over US33

**Location:** Leesburg Township. SR4 over Bokes Creek. 0.24 miles north of SR347

**Maintenance of Traffic:** Traffic maintained with short term detours.

Mithcell-DeWitt Road – maximum 14 day closure. SR4 – maximum 60 day closure

**Completion Date:** 07/15/2008 – postponed to 08/15/2008

**Contractor:** Righter Company

**Amount:** \$884,828.

**Project Status:** Project completed

**ODOT Project 080486**

**UNI-SR739-0.00, PID Number 83854**

**Description:** Two lane resurfacing.

**Location:** *UNI-SR739:* SR287 to 0.30 miles north of US33; *UNI-SR287:* Logan County to SR739; *UNI-US33:* Logan County east 0.14 miles; *LOG-SR287:* Logan County to SR739

**Maintenance of Traffic:** Traffic maintained

**Completion Date:** 10/31/2008

**Contractor:** Shelly Company

**Amount:** \$805,199.

**Project Status:** Project completed

**Projects Awarded During Month of October**

No projects awarded during October

**Upcoming Projects Scheduled for Sale Through Month of November**

No projects scheduled for sale during November

**Work by ODOT Maintenance Forces During Month of November**

No updates currently available

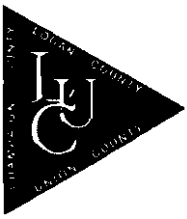
**ALL PROJECT INFORMATION CURRENT AS OF November 13, 2008.**

# CHP/LOG County Projects

08/15/07 thru 09/30/09

11/12/08 Updated					
PID	COUNTY ROUTE SECTION	PRIMARY WORK CATEGORY	DESCRIPTION	AWARD DATE CURRENT	AWARD DATE ACTUAL
77493	CHP SR 29 21.75	Minor Rehabilitation - Pavement Gnrl Sys	RESURFACE THE EXISTING ROADWAY WITH ASPHALT CONCRETE.	04/16/09	
77420	CHP SR 559 0.27	Minor Rehabilitation - Pavement Gnrl Sys	PAVEMENT PLANING AND RESURFACING OF THE EXISTING ROADWAY WITH ASPHALT CONCRETE.	11/26/08	
77416	CHP SR 560 2.76	Minor Rehabilitation - Pavement Gnrl Sys	RESURFACE THE EXISTING ROADWAY WITH ASPHALT CONCRETE.	12/18/08	
77394	CHP US 36 14.99	Minor Rehabilitation - Pavement Gnrl Sys	PAVEMENT PLANING AND RESURFACING OF THE EXISTING ROADWAY WITH ASPHALT CONCRETE. (4PS7/LOCAL). CONSTRUCT SIDEWALKS AND CURB LAWNS, REPLACE C&G, ELIMINATE SOME DRIVE APPROACHES, ADD STREET LIGHTING AND LANDSCAPING. (TE/LOCAL).	03/11/09	
77494	CHP/CLA SR 235 0.00/8.84	Minor Rehabilitation - Pavement Gnrl Sys	RESURFACE THE EXISTING ROADWAY WITH ASPHALT CONCRETE.	07/02/09	
84111	D07 SRTS CHP PARKVIEW ROAD	Add Sidewalks	IN MECHANICSBURG. INSTALL SIDEWALK, CURB AND GUTTER, REQUIRED CATCH BASINS, AND ASSOCIATED SHOULDER AND EMBANKMENT WORK. SRTS FUNDS.	07/23/09	
81764	LOG COURT AVENUE	Design Aesthetics	RECONSTRUCT HISTORIC COURT AVENUE IN BELLEFONTAINE.	05/20/09	
75705	LOG CR 12/VAR	Resurfacing, Undivided System	RESURFACE VARIOUS COUNTY ROADS DUE TO POOR PAVEMENT CONDITION. TOTAL PROJECT LENGTH IS 31.7 MILES.	02/19/09	
79659	LOG CR 63 1.38	Bridge Replacement	REPLACE AND REALIGNMENT OF THE EXISTING BRIDGE.	03/11/08	03/11/08
79660	LOG CR 63 2.63	Bridge Replacement	REPLACE THE EXISTING BRIDGE. DESIGN/BUILD PROJECT.	09/08/08	
83319	LOG CR VAR GR	Guardrail Rebuilding	REPLACE/REPAIR GUARDRAIL AS NEEDED COUNTYWIDE.	07/08/09	
83318	LOG CR VAR PM Ph. 2	Pavement Marking	APPLY PAVEMENT MARKINGS COUNTYWIDE.	07/08/09	
77426	LOG SR 273/SR 366 0.00/0.00	Minor Rehabilitation - Pavement Gnrl Sys	RESURFACE THE EXISTING ROADWAY WITH ASPHALT CONCRETE.	10/30/08	10/30/08
19740	LOG SR 274 3.19	Bridge Replacement	LOG-274-3.19 --REPLACE STRUCTURE OVER THE GREAT MIAMI RIVER. 3 SPANS.PE and RW under PID #19740, LOG-274-4.78; on 04/30/07, CO split into two projects for bid letting--PID #19740, LOG-274-3.19 & PID #82785, LOG-274-4.78	01/22/09	
92785	LOG SR 274 4.78	Bridge Replacement	Replace structure over the Great Miami River.PE and RW under PID #19740, LOG-274-4.78; on 04/30/07, CO split into two projects for bid letting--PID #19740, LOG-274-3.19 & PID #82785, LOG-274-4.78	05/14/09	
79450	LOG SR 368 2.02	Bridge Repair	PAINT SUPERSTRUCTURE.	05/28/09	
77427	LOG SR 638 0.00	Minor Rehabilitation - Pavement Gnrl Sys	RESURFACE THE EXISTING ROADWAY WITH ASPHALT CONCRETE.	01/22/09	

PID	COUNTY ROUTE SECTION	PRIMARY WORK CATEGORY	DESCRIPTION	AWARD DATE CURRENT	AWARD DATE ACTUAL
76665	LOG US 33 15.78	Minor Rehabilitation - Pavement Prmy Sys	PAVEMENT PLANING AND RESURFACING WITH ASPHALT CONCRETE AND OTHER ROADWAY RELATED ITEMS.	05/14/09	
84661	LOG US 68 7.32	Minor Rehabilitation - Pavement Gnrl Sys	Pavement planing and resurfacing of the existing roadway with asphalt concrete. (Urban Paving Program)	07/02/09	



Logan-Union-Champaign  
regional planning commission

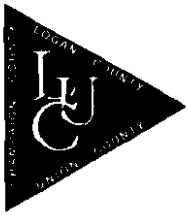
Director: Jenny R. Snapp

**Kyle's Activities:**

Oct. 15-17	Attended the OKI OPC Regional Planning Conference in Louisville, KY
Oct. 22	Meeting with Mary Jane Pajk about US 33 Corridor Group – Land Use Map and Design Standards
Oct. 23	Attended an ArcGIS 9.3 Training Seminar (Improving Your GIS Workflow)
Oct. 24	Creation of US 33 Corridor Consensus Future Land Use Map for 33 Corridor Team
Oct. 27	US 33 Corridor Group Meeting
Oct. 28	Review of Amended 8100 Corporate Center Phase 2 Preliminary Plat
Oct. 30	Attended Union County GIS Task Force Discussion/Meeting
Nov. 5	Meeting Union Co. Engineer, LUC, & Chamber for Comp. Plan Discussion Attended Union Co. CIC Meeting
Nov. 7	US 33 Corridor Press Release
Nov. 10	Meeting/Discussion with Logan Co. GIS/Map Room
Nov. 17	Ohio Land Use Conference
Nov. 18	US 33 Corridor Group
Nov. 18/19	Census Training
Ongoing	US 33 Corridor Team
Ongoing	Union County Comprehensive Plan
Ongoing	Union County GIS Task Force

**Wes' Activities:**

Oct. 14	Attended Salem Township Trustees Meeting
Oct. 15-17	Attended the OKI OPC Regional Planning Conference in Louisville, KY
Oct. 21	Attended Perry Township Zoning Commission Meeting
Oct. 23	Site Visit to Taylor Township, CDBG Broadway School Demolition Project to meet with consultant about an Asbestos Review
Oct. 28	Met with Stokes Township Trustees Dustin Wickersham to finalize Township Mapping Project.
Oct. 30	Attended Union County GIS Task Force Discussion/Meeting
Nov. 6	Attended Joint Session of St. Paris Planning Commission/Council to Answer Questions About Subdivision Regulations.
Nov. 10	Met With Jayma Burkhammer At the Logan County Map Room about GIS for Logan County.
Nov. 10	Met With Washington Township Trustees About Updating The Zoning Map.
Nov. 10	Attended the Stokes Township Zoning Commission Meeting
Nov. 12 -14	Attended Ohio Conference of Community Development for CDBG Training.
Ongoing	Village of St. Paris – Zoning Map update, Subdivision Regulations update.
Ongoing	Mapping Projects – St. Paris, Mechanicsburg, Stokes Twp., Washington Twp. (Logan Co.), Jefferson Twp. (Logan County)
Ongoing	Logan County Township Plans (Township Committee meetings to begin soon)
Ongoing	CDBG Activities
Ongoing	City of Urbana Comp Plan



**Director's Report – November 13, 2008**

**Jenny's Activities:**

October 22	Maximizing Public Investment Conference Call
October 31	Maximizing Public Investment Sub-Committee Meeting
November 6	Maximizing Public Investment Sub-Committee Meeting
November 7	ODOT 21 <sup>st</sup> Century Transportation Task Force Full Group Meeting
October 10	County Planning Director's Association of Ohio Officers Meeting
October 14	<ul style="list-style-type: none"> <li>✓ Meeting with American Fidelity Rep. regarding benefits</li> <li>✓ Attended the Village of Huntsville Council Meeting</li> </ul>
October 15-17	OKI/Ohio-Kentucky-Indiana Planning Conference
October 20	Village of Lakeview Planning Commission Meeting regarding zoning updates
October 27	<ul style="list-style-type: none"> <li>✓ Meeting with AFLAC Rep. regarding benefits</li> <li>✓ Meeting with Business Equipment Company regarding copier</li> </ul>
October 30	Met with Business Equipment Company – Follow-up meeting on copier options
November 3	Met with Roby Office Equipment regarding Board Room layout and possible table options.
November 5	Met with Union County Engineer's Office regarding Union County Comprehensive Plan Update
November 10	Darby Township Trustees Public Hearing on Zoning Amendments
November 11	Veteran's Day – Office Closed
November 12	Met with Dave Steiner/Wood County Planning Director and Steve Brown/Fulton County Planning Director to work on joint presentation to Northwest Ohio Planning Conference
Miscellaneous	<ul style="list-style-type: none"> <li>✓ Annual Meeting Preparations – November 20, Winner Barn</li> <li>✓ Planning Winter Conference for CPDAO/County Planning Director's Association of Ohio – December 8 &amp; 9</li> <li>✓ LUC Building – Committee meeting today (November 13) to discuss new bid on basement work and how to proceed.</li> <li>✓ Future Presentations – OSU Land Use Conference on Monday, November 17 &amp; Northwest Ohio Planning Conference on Wednesday, November 19</li> <li>✓ Census Training – Tuesday, November 18 in Wilmington</li> <li>✓ Promoted to Chair of Maximizing Public Investment Sub-Committee with election of Richard Cordray to Attorney General. Been actively working with the Treasurer of State's Office, Office of Budget Management and ODOT on our Sub-Committee Recommendations.</li> </ul>

**Heather's Activities:**

October 23	C.O.L.C.A.S Meeting
November 4	Ohio Housing Conference – Landlord-Tenant Law
Ongoing	Preparations for Annual Dinner
Ongoing	Beginning stages for Logan County Sales Tax Grant Seminars
Ongoing	Fair Housing – there has been one Logan County fair housing call and one City of Urbana call
Ongoing	Beginning to work on Winter newsletter