



Executive Committee Meeting Agenda  
Thursday, November 9, 2023, 1:15 pm

**Call to Order**– Wes Dodds, President

**Roll Call** – Brad Bodenmiller

**Action on Minutes of October 12, 2023**

**Financial Report** - Todd Freyhof, Treasurer

**ODOT Reports**

**RTPO Report** – Tyler Bumbalough

**New Business:**

1. Review of ERN-1 Phase 4 Final Plat (Union County) – Staff Report by Brad Bodenmiller
2. Review of Glacier Pointe Section 5 Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
3. Review of Jerome Professional Park Preliminary Plat (Union County) - Staff Report by Brad Bodenmiller
4. Review of Dover Township Zoning Text Amendment (Union County) – Staff Report by Gram Dick
5. Review of Lake Township Zoning Text Amendment (Logan County) - Staff Report by Aaron Smith
6. Nominating Committee Report – Mike Yoder
7. Annual Dinner Ticket Sales & Information due – Heather Martin
8. December Luncheon (December 14, 12:15 pm) – Heather Martin

**Director's Report**

**Comments from Individuals**

**Adjourn**

## LUC Regional Planning Commission Treasurer's Report

Beginning Balance on October 1, 2023 \$ 586,016.47

### Receipts

Bloomfield Township	LUC Services i.e. zoning	\$	3,477.52
Logan County Cooperative	Annual Dinner Sponsorship	\$	250.00
Union Rural Electric	Annual Dinner Sponsorship & Tickets	\$	1,000.00
Glacier Pointe Development	Glacier Pointe Section 5 Preliminary Plat	\$	7,106.50
Terrain Evolution	Jerome Village Professional Parkway T. fee	\$	300.00
Terrain Evolution	GRN 1.4 Final Plat	\$	1,640.00
Union County Commissioners	Maps	\$	112.50
Union County	Interest	\$	1,914.61

Total Receipts \$ 15,801.13

Total Cash on Hand \$ 601,817.60

### Expenditures

Employee Salaries	2 Pay Periods	\$	18,326.40
PERS	2 Pay Periods	\$	2,565.70
Medicare	2 Pay Periods	\$	257.19
Worker's Compensation	2 Pay Periods	\$	90.46
CEBCO	Health Insurance	\$	2,712.68
Dental Insurance	Dental Insurance	\$	127.94
VSP	Vision Insurance	\$	5.02
Life Insurance	Life Insurance	\$	8.96
Staples	Office Supplies	\$	969.26
CRI Digital	Copier Maintenance	\$	264.00
USPS	Postage	\$	99.00
ESRI	Concurrent license	\$	3,174.00
AIM Media Midwest	52 Week Urbana Daily Citizen	\$	105.00
APA Ohio	Yearly Membership - Dick	\$	129.00
APA Ohio	Yearly Membership - Smith	\$	543.00
APA Ohio	Planning Workshop	\$	285.00
All Around Awards	Annual Dinner Plaque	\$	55.00
TRC	per Lease agreement	\$	2,874.80
Staples	Printer (Bodenmiller)	\$	116.99
Brad Bodenmiller	Mileage & Expense - September 2023	\$	242.41
Aaron Smith	Mileage - September 2023	\$	272.60
Heather Martin	Mileage - September 2023	\$	29.58
Gram Dick	Mileage & Expense - September 2023	\$	127.38
Richwood Bank	Miscellaneous Expenses	\$	574.54

Total Expenditures \$ 33,955.91

Balance on Hand as of October 31, 2023 \$ 567,861.69

Respectfully Submitted,



Todd Freyhof, Treasurer



## 2023 Budget Summary

as of October 31, 2023

### Revenues

		Estimated	Received	Cash Balance	%
450112	Membership Contributions	\$ 243,802.65	\$ 253,446.55	\$9,643.90	104%
450105	Grants	\$ 24,400.00	\$ 20,650.00	(\$3,750.00)	85%
450105.LUC13	ODOT RTPO Grant	\$ -	\$ -	\$0.00	0%
420107	Charges for Services	\$ 67,000.00	\$ 68,929.75	\$1,929.75	103%
420121	Subdivision Plats	\$ 55,000.00	\$ 73,466.02	\$18,466.02	134%
420122	Mapping	\$ 200.00	\$ 282.50	\$82.50	141%
470101	Interest	\$ 4,479.98	\$ 16,743.26	\$12,263.28	374%
480108	Annual Dinner	\$ 2,900.00	\$ 1,250.00	(\$1,650.00)	43%
480111	Refund	\$ -	\$ -	\$0.00	
	<b>Estimated Total Revenue</b>	<b>\$ 397,782.63</b>	<b>\$ 434,768.08</b>	<b>\$36,985.45</b>	<b>109%</b>

### Expenditures:

		Estimated Budget	Intra-Fund Transfers	Adjusted Budget	Expended	%
510100	Salaries & Wages	\$ 245,000.00	\$ (6,700.00)	\$ 238,300.00	\$ 201,590.40	85%
510205	PERS	\$ 34,300.00	\$ (750.00)	\$ 33,550.00	\$ 28,222.70	84%
510215	Medicare	\$ 3,552.50	\$ (150.00)	\$ 3,402.50	\$ 2,841.32	84%
510225	Workers Compensation	\$ 1,249.50	\$ (25.00)	\$ 1,224.50	\$ 999.48	82%
510305	Medical	\$ 33,000.00		\$ 33,000.00	\$ 27,126.80	82%
510310	Dental Insurance	\$ 1,540.00		\$ 1,540.00	\$ 1,279.40	83%
510315	Vision Insurance	\$ 65.00		\$ 65.00	\$ 50.20	77%
510320	Life Insurance	\$ 120.00	\$ 25.00	\$ 145.00	\$ 96.40	66%
520115	Office Supplies	\$ 4,000.00	\$ 4,943.00	\$ 8,943.00	\$ 7,727.00	86%
520155	Subscription Fees	\$ 2,000.00	\$ 3,600.00	\$ 5,600.00	\$ 5,095.31	91%
520160	Membership & Dues	\$ 5,000.00		\$ 5,000.00	\$ 782.00	16%
530100	Contract Services	\$ 13,500.00		\$ 14,507.54	\$ 6,558.54	45%
530110	Tuition Reimbursement	\$ 6,000.00	\$ (1,443.00)	\$ 4,557.00	\$ 4,557.00	100%
530171	Professional Development	\$ 3,000.00	\$ (200.00)	\$ 2,800.00	\$ 1,152.00	41%
530310	Auditing Services	\$ -		\$ -	\$ -	0%
530650	Maintenance & Repair	\$ 10,000.00	\$ (10,000.00)	\$ -	\$ -	0%
530702	Annual Dinner	\$ 4,000.00	\$ (300.00)	\$ 3,700.00	\$ 976.56	26%
530800	Building	\$ 31,500.00	\$ 3,100.00	\$ 34,600.00	\$ 28,787.00	83%
540100	Equipment	\$ 2,500.00	\$ 5,000.00	\$ 7,500.00	\$ 116.99	2%
550100	Travel & Expense	\$ 8,000.00	\$ 2,000.00	\$ 10,000.00	\$ 6,874.66	69%
550305	Contingencies	\$ 7,500.00	\$ 900.00	\$ 9,158.03	\$ 6,769.23	74%
	<b>Estimated Total Expenditures</b>	<b>\$ 415,827.00</b>		<b>\$ 417,592.57</b>	<b>\$ 331,602.99</b>	<b>79%</b>

### STATEMENT:

Cash Balance January 1, 2023	\$ 464,696.00
Estimated Cash Balance December 31, 2023	\$ 429,953.26
<b>Actual Cash On Hand December 31, 2023</b>	
Estimated Total Revenue	\$ 397,782.63
Actual 2023 Revenue	\$ 434,768.08
<b>Difference (+/Under)</b>	<b>\$ 36,985.45</b>
Estimated Adjusted Total Expenditures	\$ 417,592.57
Actual 2023 Expenditures	\$ 331,602.99
<b>Difference (+/Under)</b>	<b>\$ 85,989.58</b>

# Memorandum

**To:** LUC Executive Committee

**From:** Louis Agresta  
TCC Transportation Director

**Phone** 937-521-2134  
[lagresta@clarkcountyohio.gov](mailto:lagresta@clarkcountyohio.gov)

**Re:** RTPO Planning Report

**Date:** November 1, 2023

The following are items for discussion at the November 9, 2023 LUC Executive Committee Meeting.

## **City of Urbana North Main Street Safety Study**

The draft memo for the North Main Street Safety Study is out for review by the City of Urbana and TCC. The memo will be finalized in the coming weeks. The City of Urbana will look to implement the recommendations from the safety study during their upcoming paving project.

## **City of Urbana Traffic Signal Study**

Burgess & Niple was authorized to begin the City of Urbana Traffic Signal Study at the end of September. Data collection of turning movement volumes at several signalized intersections has been completed. B&N was able to present TCC and the City of Urbana with signal warrant analysis within the city. The next step in the study process is to begin the field review and condition assessment of those signals that are warranted. The complete study will allow the City of Urbana to identify a maintenance plan for their signal systems moving forward. The study is expected to be completed by early 2024.

## **FY24-25 Regional TIP Solicitation Cycle**

LUC will have an estimated \$626,320 to award in STBG capital funds through FY2025. TCC is soliciting eligible applications from communities in Champaign and Logan County that could utilize this funding through their development. Applications for the RTIP funding will be due January 19, 2024. Interested applications should reach out to Melanie Runkel at the TCC by emailing her at [mrunkel@clarkcountyohio.gov](mailto:mrunkel@clarkcountyohio.gov) or calling her at 937-521-2129.

## **Other**

LUC TAC meeting dates for are as follows

- December 4, 2023
- February 26, 2024
- June 3, 2024
- September 9, 2024
- December 2, 2024

All meetings will be held at the West Liberty Admin Village Offices and will begin at 9:30 am.

**FY 2024 Budget Status (as of September 30, 2023)**

<i>Work Elements</i>	<i>Total Budget</i>	<i>Balance</i>	<i>Percent Expended</i>	<i>Monthly Expense</i>	<i>YTD Expenses</i>
625.1 RTPO Planning	\$ 122,990.00	\$ 120,584.27	2%	\$ 1,131.09	\$ 2,405.73
625.11 RTPO Planning (fy23)	\$ 38,000.00	\$ 31,738.21	16%	\$ 3,667.97	\$ 6,261.79



# Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

## Executive Committee Meeting Minutes Thursday, November 9, 2023

Second Vice-President Tim Cassady called the meeting to order at 1:19 p.m.

### **Roll Call** – Brad Bodenmiller

**Members present:** Jim Bischoff, Brad Bodenmiller, John Brose, Tyler Bumbalough, Preston Carter, Tim Cassady, Scott Coleman, Brian Davidson, Todd Freyhof, Todd Garrett, Jeff Beard for Ashley Gaver, Chad Ritzler for Kyle Hoyng, Dennis Kauffman, Steve McCall, Spencer Mitchell, Scott Schmid, Ryan Shoffstall, Ryan Smith, Jeff Stauch, and Mike Yoder.

**Members absent:** Matt Chamberlain, Wes Dodds, Beau Michael, Tammy Noble, Jeff Rea, Steve Robinson, George Showalter, and Ben Vollrath.

**Guests present:** Greg Iiams, Village of Russells Point; Justin Wollenberg, Terrain Evolution; Gram Dick, Aaron Smith, and Heather Martin of LUC Regional Planning Commission.

**Minutes** – Scott Coleman moved a motion to approve the minutes from the October 12, 2023, meeting as written, and Mike Yoder seconded. All in favor.

**Financial Report** – Todd Freyhof presented the Financial Report for October. Scott Coleman moved a motion to accept the Financial Report and Steve McCall seconded. All in favor.

### **ODOT Reports:**

ODOT Reports are available on LUC's website. Brian Davidson reported for District 6. Scott Schmid reported there were no new updates for District 7.

### **RTPO Report**

1. Tyler Bumbalough reported on RTPO activities. There is another STBG capital fund allocation and LUC is soliciting applications through January 19, 2024. TCC's report is available on LUC's website.

### **New Business:**

1. Review of ERN-1 Phase 4 Final Plat (Union County) – Staff Report by Brad Bodenmiller
  - o Scott Coleman moved a motion to accept the recommendation of conditional approval of the ERN-1 Phase 4 Final Plat and Todd Garrett seconded. All in favor.
2. Review of Glacier Pointe Section 5 Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
  - o Dennis Kauffman moved a motion to accept the recommendation of conditional approval of the Glacier Pointe Section 5 Preliminary Plat and Todd Freyhof seconded. All in favor.
3. Review of Jerome Professional Park Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller

10820 St. Rt. 347, PO Box 219  
East Liberty, Ohio 43319  
• Phone: 937-666-3431 •

• Email: [luc-rpc@lucplanning.com](mailto:luc-rpc@lucplanning.com) • Web: [www.lucplanning.com](http://www.lucplanning.com)



# Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

- Brad Bodenmiller advised required variances have been approved.
  - Jeff Stauch moved a motion to accept the recommendation of conditional approval of the Jerome Professional Park Preliminary Plat and Tyler Bumbalough seconded. All in favor.
4. Review of Dover Township Zoning Text Amendment (Union County) – Staff Report by Gram Dick
- Discussion happened regarding the prohibition of CADs. Jeff Stauch emphasized CADs make roads safer and local planning over many years has moved toward the adoption of CADs.
  - Steve McCall moved a motion to accept the recommendation of approval with modifications of the Dover Township Zoning Text Amendment and with the additional modification to remove the language prohibiting CADs and Todd Freyhof seconded. All in favor.
5. Review of Lake Township Zoning Text Amendment (Logan County) – Staff Report by Aaron Smith
- Mike Yoder moved a motion to accept the recommendation of approval of the Lake Township Zoning Text Amendment and Ryan Smith seconded. All in favor.
6. Nominating Committee Report – Mike Yoder
- Mike Yoder reported for the Nominating Committee and read the names for the 2024 Board. Changes include Steve Robinson as President; Tim Cassidy as 1<sup>st</sup> Vice President; Mike Yoder as 2<sup>nd</sup> Vice President; Greg Iiams as the Logan County Village Representative; and Blair Stinson as the Champaign County Township Representative.
  - Steve McCall moved a motion to recommend approval of the Nominating Committee report and Todd Freyhof seconded. All in favor.
7. Annual Dinner – November 16, 2023
- The LUC 56<sup>th</sup> Annual Dinner will be held on November 16, 2023, at 6:30 p.m. The dinner will be held at the James A. Rhodes Conference Center at 10820 St Rt 347, East Liberty. The caterer of the event is Vic's Country Cooking and ticket prices are \$20. Tickets must be purchased in advance of the event and no later than November 9, 2023. If interested in purchasing a ticket, contact an LUC Board Member or Heather Martin.
8. December Luncheon – Heather Martin
- The December Luncheon will be held on December 14 at 12:00 p.m. This will be between the Zoning & Subdivision and Executive Committee meetings. The caterer will be Vic's Country Cookin'. If you know of a previous LUC Board President, please invite them to the luncheon. RSVP's will be needed by December 6.

## Director's Report

## Comments from Individuals:

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East Liberty, Ohio 43319  
• Phone: 937-666-3431 •

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# Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

**Adjourn** – Steve McCall moved a motion to adjourn the LUC Executive Committee Meeting at 1:48 p.m. and Todd Freyhof seconded. All in favor.

**Next Scheduled Meeting:** Thursday, December 14, 2023, 1:15 pm at 10820 St Rt 347, James A. Rhodes Conference Center, East Liberty OH 43319.

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President

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Secretary

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East Liberty, Ohio 43319  
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