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Executive Committee Meeting Minutes  
Thursday, April 9, 2009

LUC President Charles Hall called the meeting to order at 1:16 pm.

**Roll Call** - Jenny Snapp, Director

**Members present:** John Bayliss, Brad Bodenmiller, Max Coates, Scott Coleman, Robb Cummins, Greg DeLong, Bill Edwards, Charles Hall, Paul Hammersmith, Jim Holycross, Bill Kelley, Randy Kyte, Barry Moffett, Bill Nibert, Tim Notestine, Ryan Shoffstall, Rick Shortell, Jenny Snapp, Jeff Stauch, and Andy Yoder.

**Members absent:** Tracy Allen, Gary Baker, Mike Bow, Valerie Klingman, Doug Miller, Dan Rooney, Fereidoun Shokouhi, Rick Shortell, and Tom Smith.

**Guests present:** Don Walters, Village of Russells Point; Joanna Pinkerton, Union County Engineer's Office; Ed Miller, EMH&T; Dan Block, Autumn Ridge Developer; Wes Dodds, Kyle Hanigosky and Heather Martin of LUC Regional Planning Commission.

**Minutes:** Max Coates made the first motion to approve the minutes from the March 12, 2009, meeting as written. Barry Moffett made the second motion to approve the minutes from the March 12, 2009, meeting as written. All in favor.

**Treasurer's Report:** LUC Treasurer Andy Yoder presented the Financial Report. Bill Edwards questioned where do we put the excess money? Jenny shared that Logan County holds the excess, and we receive interest from it. Scott Coleman made the first motion to accept the Financial Report. Max Coates made the second motion to accept the Financial Report. All in favor.

**ODOT Reports:** ODOT 6 report was attached, and Robb Cummins presented ODOT 7 report. John Bayliss asked what would happen since ODOT received \$1 million for a bridge project that was already under way, will we get that money for another project in Logan County? Robb advised that discussion has been held in regards to that, but a determination has not been made.

**New Business:**

1. Review of Grant Clearance from the Tri-County Community Action Commission for 40 units of affordable housing (Bellefontaine Senior Apartments) on Kristina Drive in the City of Bellefontaine, Logan County. The estimated project cost is \$5,722,622 requested through Housing Tax Credits, Housing Development Loans and funds from the Housing Credit Gap Financing from the Ohio Housing Finance Agency Affordable Housing Funding Program.



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- Tim Notestine made the first motion to grant clearance and Scott Coleman made the second motion to grant clearance. All in favor.
  - 2. Review of a Grant Clearance from the Ohio Capital Corporation for Housing (OCCH) in the amount of \$600,000 from the HDAP Financing Program at the Ohio Housing Finance Agency Affordable Housing Finance Agency. The grant request will be used for 27 units of new multi-family construction located on W. Ward Street in the City of Urbana, Champaign County, called the Hattie Greene project.
    - Max Coates made the first motion to grant clearance and Bill Edwards made the second motion to grant clearance. All in favor.
  - 3. Review of a Grant Clearance from the Ohio Community Action Organization of Delaware, Madison, & Union Counties in the amount of \$600,000 from the HDAP Financing Program at the Ohio Housing Finance Agency Affordable Housing Finance Agency. The grant request will be used for the rehabilitation of 60 senior multi-family housing units at Richwood Greene on Grove Street in the Village of Richwood, Union County.
    - Paul Hammersmith made the first motion to grant clearance and Ryan Shoffstall made the second motion to grant clearance. All in favor.
  - 4. Review of Grant Clearance from the Kiser Lake State Park off of Kiser Lake Road in Johnson Township, Champaign County in the amount of \$52,571 (total project cost \$65,714) from the Ohio Department of Natural Resources/ODNR Division of Real Estate and Land Management Recreational Trails Grant. The grant will be used to upgrade an existing dirt path and continue a new paved section of the trail around the parking lot and to the campground area adding 0.4 miles for a total of 2.4 miles of trail connected along the north side of Kiser Lake.
    - Tim Notestine made the first motion to grant clearance and Scott Coleman made the second motion to grant clearance. All in favor.
  - 5. Review of Autumn Ridge Section II Final Plat in Darby Township, Union County.
    - Barry Moffett made the first motion to approve the Autumn Ridge Section II Final Plat contingent that the Covenants and Deed Restrictions are recorded prior to the recording of the plat, and Paul Hammersmith made the second motion. All in favor.

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

**Comments from Individuals**

- Scott – the GIS task force in Union County, who pays? Is it from the Union County planner?
  - Jenny – No, this task force was developed several years ago



# Logan-Union-Champaign regional planning commission

Director: Jenny R. Snapp

- Joanna – This is a different task force that has been in existence for several years; it's much more active this past year
- Scott – How was this funded?
- Kyle – It was funded by the county; \$59 per year for the web-site.
- Jeff – We wanted to try an outside source to start with
- Joanna – Long term we would like to see more governments move to web based; if things are web based then there is not the difficulty of sharing information
- Scott – It's opened to the public?
- Kyle – Not at this time, but in the future it will be, once all the information is on there
- John – How does Franklin County have theirs, is it web based?
- Kyle – It's web based
- Joanna – Does Dublin participate with Franklin County with file sharing?
- Paul – We do our own but we share with others as needed; not sure if it's web based
- Joanna – Web based in the long run is the goal
- Kyle – One of the reasons for the wiki site is to allow people to put things on there; and it becomes a database, not owned by one person but shared
- Jeff – Have you done your presentation on GIS to show examples at the Executive Committee meeting? It's impressive to take that data and turn it into a map. I really think that's something that should be presented here.
- Barry – Dover is about to get their first wind turbine application; the turbine is going to be about 88 feet tall and will be personal use. Recently became an issue where a mobile home has filed bankruptcy and the township has to try and help. Is there a grant that exists that Dover can help those that want to stay in the trailers, stay?
- Charles – Route 38 at Plumwood is out while they are replacing a bridge; Route 4N of town at Engineer's site at the end of June will be closed down to replace culverts
- Jeff – Near Fairbanks high school there will be a road closure.

**Adjourn:** Max Coates made the first motion to adjourn the LUC Executive Committee Meeting at approximately 1:50 pm, and John Bayliss seconded the motion. All in favor.

**Next Scheduled Meeting:** Thursday, May 14, 2009, 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

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# 2009 Budget Summary

As of 4/6/2009

10-800	REVENUES:	Estimated	To Date	CashBalance
1	Per Capita Assessments			
	County & City	\$ 130,223.15	\$ 125,089.55	\$ 5,133.60
	Villages & Townships	\$ 41,267.66	\$ 42,243.30	\$ (975.64)
2	Estimated Interest	\$ 3,400.00	\$ -	\$ 3,400.00
3	Estimated Other	\$ 70,000.00	\$ 2,329.00	\$ 67,671.00
4	Services and Projects	\$ 53,700.00	\$ 1,640.93	
<b>Estimated Total Revenue</b>		<b>\$ 298,590.81</b>	<b>\$ 171,302.78</b>	<b>\$ 127,288.03</b>

10-100	EXPENDITURES:	Estimated	To Date	Unencumbered
1020	Salaries & Wages	\$ 189,950.00	\$ 41,391.40	\$ 148,558.60
1030	Supplies	\$ 6,000.00	\$ 3,346.33	\$ 2,653.67
1040	Equipment	\$ 1,273.00	\$ 284.73	\$ 988.27
1050	Utilities	\$ 9,000.00	\$ 3,243.32	\$ 5,756.68
1060	Travel	\$ 8,000.00	\$ 1,991.26	\$ 6,008.74
1070	Professional Development	\$ 4,000.00	\$ 888.46	\$ 3,111.54
1090	Other Expenses	\$ 3,000.00	\$ 1,164.32	\$ 1,835.68
1091	PERS	\$ 26,313.00	\$ 5,745.25	\$ 20,567.75
1092	Workers Compensation	\$ 4,699.00	\$ -	\$ 4,699.00
1093	Medicare	\$ 2,726.00	\$ 578.40	\$ 2,147.60
1094	Hospital / Life Insurance	\$ 21,000.00	\$ 5,771.12	\$ 15,228.88
1100	Contingencies	\$ 7,000.00	\$ 5,162.00	\$ 1,838.00
1200	Union County 50% Plat Reimbursement	\$ -	\$ -	\$ -
1300	Building Fund	\$ 15,000.00	\$ 4,336.97	\$ 10,663.03
1400	Development Projects	\$ -	\$ -	\$ -
<b>Estimated Total Expenditures</b>		<b>\$ 297,961.00</b>	<b>\$ 73,903.56</b>	<b>\$ 224,057.44</b>

## STATEMENT:

Cash Balance January 1, 2009	\$ 122,076.45
Estimated Cash Balance December 31, 2009	\$ 120,630.00

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

**BEGINNING BALANCE ON March 1, 2009** \$ **191,761.55**

**RECEIPTS**

Dan Autumn LLC	Autumn Ridge Section 2 Final Plat	\$	1,740.00
City of Bellefontaine (Logan)	2009 Membership Assessment	\$	5,731.65
Village of DeGraff (Logan)	2009 Membership Assessment	\$	750.75
Village of Quincy (Logan)	2009 Membership Assessment	\$	487.50
Village of Valley Hi (Logan)	2009 Membership Assessment	\$	200.00
Village of West Mansfield (Logan)	2009 Membership Assessment	\$	487.50
Harrison Township (Logan)	2009 Membership Assessment	\$	1,073.15
Jefferson Township (Logan)	2009 Membership Assessment	\$	1,366.95
McArthur Township (Logan)	2009 Membership Assessment	\$	1,029.60
Perry Township (Logan)	2009 Membership Assessment	\$	684.45
Pleasant Township (Logan)	2009 Membership Assessment	\$	629.85
Stokes Township (Logan)	2009 Membership Assessment	\$	2,778.75
Union Township (Logan)	2009 Membership Assessment	\$	553.15
City of Marysville (Union)	2009 Membership Assessment	\$	7,929.90
Village of Richwood (Union)	2009 Membership Assessment	\$	1,407.25
Allen Township (Union)	2009 Membership Assessment	\$	1,242.80
Claibourne Township (Union)	2009 Membership Assessment	\$	1,038.05
Darby Township (Union)	2009 Membership Assessment	\$	1,278.55
Dover Township (Union)	2009 Membership Assessment	\$	1,695.85
Jerome Township (Union)	2009 Membership Assessment	\$	2,286.70
Leesburg Township (Union)	2009 Membership Assessment	\$	904.80
Liberty Township (Union)	2009 Membership Assessment	\$	1,330.55
Millcreek Township (Union)	2009 Membership Assessment	\$	953.55
Paris Township (Union)	2009 Membership Assessment	\$	1,058.85
Taylor Township (Union)	2009 Membership Assessment	\$	1,110.85
Union Township (Union)	2009 Membership Assessment	\$	797.55
York Township (Union)	2009 Membership Assessment	\$	965.90
Village of Christiansburg (Champ.)	2009 Membership Assessment	\$	487.50
Village of Mechanicsburg (Champ.)	2009 Membership Assessment	\$	1,103.70
Village of North Lewisburg (Champ.)	2009 Membership Assessment	\$	1,023.75
Village of St. Paris (Champaign)	2009 Membership Assessment	\$	1,275.95
Adams Township (Champaign)	2009 Membership Assessment	\$	767.65
Johnson Township (Champaign)	2009 Membership Assessment	\$	1,064.05
Rush Township (Champaign)	2009 Membership Assessment	\$	602.55
Urbana Township (Champaign)	2009 Membership Assessment	\$	2,227.55
<b>TOTAL RECEIPTS</b>			<b>\$ <u>50,067.15</u></b>

**TOTAL CASH ON HAND** \$ **241,828.70**

**EXPENDITURES**

Employee Salaries	2 Pay Periods	\$	13,944.36
PERS	Feb-09	\$	1,945.99
Medicare	2 Pay Periods	\$	194.93
Anthem Life	Life Insurance	\$	9.60
CEBCO	Health Insurance - 2 months	\$	1,914.24
Time Warner Cable	Internet/DSL	\$	94.91
Embarq	Telephone	\$	304.02
Dayton Power & Light	Electric	\$	617.34
Verizon Wireless	Cell Phone	\$	128.83
Jenny Snapp	Mileage - February 2009	\$	245.00
Heather Martin	Mileage - February 2009	\$	47.53
Weston Dodds	Mileage - February 2009	\$	207.50
Kyle Hanigosky	Mileage - February 2009	\$	191.00
Staples	Supplies	\$	1,339.34
LUC Regional Planning	Petty Cash	\$	77.04
Logan County Land Trust	Membership Dues 2009	\$	25.00
Survey Monkey	Survey Software	\$	200.00
Ohio Township Association	Township Sourcebooks	\$	40.00
Union County Township Assoc.	Banquet Ticket & Ad	\$	20.00
Fire Safety Services	Fire Extinguisher Replacement	\$	132.00
Bellefontaine Examiner	Annual State Audit Report Ad	\$	13.42
Amazon.com	VPN Software	\$	119.99
Papa John's Pizza	Logan Co. Seminar Series Food	\$	133.00
			<b>\$ <u>21,945.04</u></b>


**Bldg.**

Hague Water Quality	Softener Salt	\$	23.88
Tracey Ackley	Cleaning	\$	45.00
Lowe's	Building Supplies	\$	339.11
			<b>\$ <u>407.99</u></b>

**TOTAL EXPENDITURES** \$ **22,353.03**

**BALANCE ON HAND AS OF March 31, 2009** \$ **219,475.67**

Respectfully Submitted,

  
Andy Yoder,  
Treasurer



**Director's Report – April 9, 2009**

**Jenny's Activities:**

**Meetings, Miscellaneous & Projects**

March 12	Met w/ Brad Lightle & Robb Cummins of ODOT 7 and Max Coates & Fereidoun Shokouhi of Champaign County regarding funding for Mechanicsburg projects
March 13	City of Urbana Comprehensive Plan Steering Committee
March 18	Logan County Seminar Series #3
March 23	Met with Rush Township (Champaign County) Zoning Board, BZA, Trustees regarding zoning updates
March 24	Attended and spoke to Urbana Council regarding LUC
March 28	Presented at Green Energy Ohio Workshop regarding "Planning & Zoning for Small Wind"
March 31	Preparation Meeting for Seminar #4 (Farm Bureau, Land Trust, Logan SWCD, Logan Co. Engineer, OSU ext.)
April 7	CCAO/County Commissioners Association of Ohio Affiliate Meeting – Represented County Planning Director's Association as President.
Ongoing	<ul style="list-style-type: none"> <li>✓ Logan County Seminar Series funded by the Logan County Sales Tax Grant</li> <li>✓ 2009 Jurisdictional Assessments</li> <li>✓ Seminar Series for Champaign &amp; Union Counties – Survey</li> <li>✓ AEPP/Agricultural Easement Purchase Program Application for Champaign County – assisting w/ planning/zoning related questions.</li> <li>✓ Green Energy Ohio – been asked to write article for their next magazine edition</li> <li>✓ Zoning Updates – Rush Township &amp; Village of Lakeview</li> <li>✓ Municipal Model Small Wind Regulations</li> <li>✓ CPDAO/County Planning Director's Association of Ohio Summer Conference Planning</li> <li>✓ Building – Basement work by Barry First</li> </ul>

**Heather's Activities:**

**Meetings, Miscellaneous & Projects**

March 18	Logan County Seminar Series #3
March 19	Fair Housing Training – Catholic Charities of Logan & Champaign Counties
March 24	Fair Housing Training – City of Urbana Council
March 25	Fair Housing Training – Managers of the Meadows from Champaign, Logan, Clark, Union Counties
March 26	Fair Housing Training – Consolidated Care Case Managers from Logan & Champaign County
March 26	C.O.L.C.A.S Meeting
March 31	Preparation Meeting for Seminar #4
April 7	Champaign County Housing Coalition
April 8	Fair Housing Training – Village of Lakeview
Completed	Subdivision Regulations - working on formatting and updates
Ongoing	Scheduling Fair Housing Training for relevant areas
Ongoing	Spring Newsletter
Ongoing	Fair Housing – 1 call from Champaign County; 1 call from Logan County



# Logan-Union-Champaign regional planning commission

Director: Jenny R. Snapp

## Wes' Activities:

### Miscellaneous

Mar. 13	Attended the Urbana Comprehensive Plan Steering Committee
Mar. 18	Attended the 3 <sup>rd</sup> LUC/Logan County Sales Tax Grant Seminar
Mar. 23	Attended Stokes Township Zoning Commission Meeting
Mar. 24	Attended Champaign County 1 <sup>st</sup> CDBG Public Hearing for FY09
Mar. 30	Attended Union County 1 <sup>st</sup> CDBG Public Hearing for FY09
Mar. 31	Attended Seminar Preparation Meeting
Mar. 31	Attended Jefferson Township Comprehensive Plan Steering Committee
Apr. 1	Attended the Jackson Township Champaign County Zoning Commission Public Hearing on Ag Zoning
Apr. 7	Attended the Connect Ohio Logan County eCommunity Leadership Team Meeting
Apr. 8	Attended the Union County GIS Task Force

### Projects

CDBG	FY09 1 <sup>st</sup> Public Hearings have been held. FY 08 Project Environmental Reviews are moving through the process. Bids will be going out the end of this week and beginning of next for FY07 projects in North Lewisburg, Richwood, & Taylor Township Pre-Applications have been sent to all villages and townships in Union & Champaign Counties.
GIS	Zoning Map updates to Champaign County Townships: Union, Salem, Adams & Johnson updates have been completed and sent to the townships for review. Washington Township Logan County Zoning Map Update – Has been sent to trustees for review
Comp Plans	Logan County Township Plans: Perry Township – Ongoing; Jefferson Township – Ongoing City of Urbana – In progress. A link has been added to the LUC website.

## Kyle's Activities:

### Miscellaneous

Mar. 13	Attended the City of Urbana Comprehensive Plan Steering Committee
Mar. 17	Attended the Union County GIS Task Force data sharing committee
Mar. 18	Attended the 3 <sup>rd</sup> LUC/Logan County Sales Tax Grant Seminar
Mar. 25	Meeting w/ Josh H. (Union Co. Eng) to discuss LUC Wikipedia page/info
Mar. 26	Attended the Mad River Watershed meeting
Mar. 30	Attended Millcreek Township meeting to discuss residents concerns with M-1/M-2 Zoning
Mar. 31	Met with speakers for the next LUC/Logan County Sales Tax Grant Seminar
Apr. 1	Attended Union County CIC Meeting
Apr. 2	Attended the Union County Township Officials Association Annual Dinner/Banquet
Apr. 8	Attended the Union County GIS Task Force – gave LUC presentation

### Upcoming

Apr. 15	LUC/Logan County Sales Tax Grant Seminar #4
Apr. 16	Marysville Comprehensive Plan Brown Bag Lunch

### Projects

Comprehensive Plans	<i>Union County Comprehensive Plan</i> - finalizing subcommittees/data collection <i>Dover Township Comp Plan</i> – Twp surveys sent to residents to collect feedback <i>City of Urbana</i> – In Progress
Surveys	Income surveys sent to Millcreek Estates & New Dover for proposed Sewer Improvement Projects
GIS	Union County GIS Task Force Union County GIS Task Force Data Sharing Subcommittee Updating various township maps – Adams, Johnson, Mad River, Salem, Urbana, Union, Goshen (Champaign); Jerome, Millcreek

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