



# Logan-Union-Champaign regional planning commission

Director: Jenny R. Snapp

## Executive Committee Meeting Minutes Thursday, March 12, 2009

LUC President Charles Hall called the meeting to order at 1:15 pm.

**Roll Call** - Jenny Snapp, Director

**Members present:** John Bayliss, Mike Bow, Max Coates, Scott Coleman, Doug Crabill, Robb Cummins, Greg DeLong, Bill Edwards, Charles Hall, Paul Hammersmith, Jim Holycross, Bill Kelley Valerie Klingman, Randy Kyte, Bill Nibert, Tim Notestine, Pat Paris for Ryan Shoffstall, Dan Rooney, Fereidoun Shokouhi, Rick Shortell, Tom Smith, Jenny Snapp, Jeff Stauch and Andy Yoder.

**Members absent:** Tracy Allen, Gary Baker, Jim Holycross, Barry Moffett, Doug Miller, Tim Notestine, and Rick Shortell.

**Guests present:** Till Tillman, Jefferson Township; Randy Williams, Rush Township; Don Walters, Village of Russells Point; Pat Hill, Jackson Township; Judy Christian, York Township; Randy Trapp, Liberty Township; Wes Dods, Kyle Hanigosky and Heather Martin of LUC Regional Planning Commission.

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

**Treasurer's Report:** LUC Treasurer Andy Yoder presented the Financial Report. John Bayliss questioned "What kind of an attempt is there to contact the townships, villages, and city that have not paid?" Jenny stated we tend to wait until the end of March to see who hasn't paid and then will begin making contact. Mike Bow 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.

### New Business:

1. Review of Grant Clearance for \$625,000 from the Ohio EPA's Water Supply Revolving Loan Account (WSRLA) to pay for the Village of Russells Point's drinking water treatment plant (WTP) upgrade needs which include the following: construction of a new granular activated carbon (GAC) building, installation of four GAC contactors and related equipment, and minor grade

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- improvements to the landscaping around the new GAC building as well as upgrades to the WTP access drive.
- Scott Coleman made the first motion to grant the clearance, and John Bayliss seconded the motion to grant the clearance. All in favor.
2. Review of Zoning Amendment to the Jackson Township, Champaign County, Zoning Regulations regarding the addition of Agricultural Zoning Districts presented by Weston Dods.
- Fereidoun Shokouhi made the first motion to recommend approval with comments that were made from the Zoning and Subdivision Committee and LUC Staff. Tom Smith made the second motion. All in favor.
3. Review of Zoning Amendment to the Dover Township, Union County, Zoning Resolution regarding Section 566 Small Wind Farms less than 5MW, paragraph B. Setbacks, typo 1.5 setback instead of 1.1 as was recently amended presented by Kyle Hanigosky.
- Max Coates made the first motion to recommend approval of the Zoning Amendment. Mike Bow made the second motion. All in favor.

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

#### Comments from Individuals

- Pat Hill – Thanked the staff again for all their help they provided; Wes has been really helpful and responds in a timely manner; very pleased with the staff at LUC.
- Tom Smith – Who did you send the surveys to?
  - Jenny - We sent them to fiscal officers and zoning inspectors and asked the fiscal officers to share with their boards.
- Fereidoun – when did you send it?
  - Jenny – It was sent with the assessment invoices.
- Mike Bow asked if there was other communications through this office about the stimulus money?
  - Jenny – We don't have any involvement with it here
  - Scott – We received notice that we had to present more information in regards to the highways
- Jenny – We've been sending out the agendas by mail. If you want to continue getting them by mail, otherwise we will be emailing them instead.

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**Adjourn:** Fereidoun Shokouhi made the first motion to adjourn the LUC Executive Committee Meeting at approximately 1:42 pm, and Max Coates seconded the motion. All in favor.

**Next Scheduled Meeting:** Thursday, April 9, 2009, 1:15 pm at the LUC Regional Planning Commission building located at 9676 E. Foundry Street, East Liberty.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

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# 2009 Budget Summary

As of 11/31/2009

10-800 REVENUES:	Estimated	To Date	CashBalance
<b>1 Per Capita Assessments</b>			
County & City	\$ 130,223.15	\$ 111,428.00	\$ 18,795.15
Villages & Townships	\$ 41,267.66	\$ 7,577.70	\$ 33,689.96
<b>2 Estimated Interest</b>	\$ 3,400.00	\$ -	\$ 3,400.00
<b>3 Estimated Other</b>	\$ 70,000.00	\$ 589.00	\$ 69,411.00
<b>4 Services and Projects</b>	\$ 53,700.00	\$ 1,640.93	
<b>Estimated Total Revenue</b>	<b>\$ 298,590.81</b>	<b>\$ 121,235.63</b>	<b>\$ 177,355.18</b>

10-100 EXPENDITURES:	Estimated	To Date	Unencumbered
<b>1020 Salaries &amp; Wages</b>	\$ 189,950.00	\$ 27,447.04	\$ 162,502.96
<b>1030 Supplies</b>	\$ 6,000.00	\$ 1,929.95	\$ 4,070.05
<b>1040 Equipment</b>	\$ 1,273.00	\$ 189.82	\$ 1,083.18
<b>1050 Utilities</b>	\$ 9,000.00	\$ 2,193.13	\$ 6,806.87
<b>1060 Travel</b>	\$ 8,000.00	\$ 1,300.23	\$ 6,699.77
<b>1070 Professional Development</b>	\$ 4,000.00	\$ 603.46	\$ 3,396.54
<b>1090 Other Expenses</b>	\$ 3,000.00	\$ 765.91	\$ 2,234.09
<b>1091 PERS</b>	\$ 26,313.00	\$ 3,799.26	\$ 22,513.74
<b>1092 Workers Compensation</b>	\$ 4,699.00	\$ -	\$ 4,699.00
<b>1093 Medicare</b>	\$ 2,726.00	\$ 383.47	\$ 2,342.53
<b>1094 Hospital / Life Insurance</b>	\$ 21,000.00	\$ 3,847.28	\$ 17,152.72
<b>1100 Contingencies</b>	\$ 7,000.00	\$ 5,162.00	\$ 1,838.00
<b>1200 Union County 50% Plat Reimbursement</b>	\$ -	\$ -	\$ -
<b>1300 Building Fund</b>	\$ 15,000.00	\$ 3,928.98	\$ 11,071.02
<b>1400 Development Projects</b>	\$ -	\$ -	\$ -
<b>Estimated Total Expenditures</b>	<b>\$ 297,961.00</b>	<b>\$ 51,550.53</b>	<b>\$ 246,410.47</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 February 1, 2009** **\$ 100,649.27**

**RECEIPTS**

Logan County	2009 Membership Assessment	\$ 37,023.20
Union County	2009 Membership Assessment	\$ 37,787.20
Champaign County	2009 Membership Assessment	\$ 31,617.60
City of Dublin	2009 Membership Assessment	\$ 5,000.00
Bokescreek Twp. (Logan)	2009 Membership Assessment	\$ 487.50
Lake Twp. (Logan)	2009 Membership Assessment	\$ 487.50
Liberty Twp. (Logan)	2009 Membership Assessment	\$ 863.20
Miami Twp. (Logan)	2009 Membership Assessment	\$ 487.50
Washington Twp. (Logan)	2009 Membership Assessment	\$ 1,512.55
Huntsville (Logan)	2009 Membership Assessment	\$ 487.50
Russells Point (Logan)	2009 Membership Assessment	\$ 993.85
West Liberty (Logan)	2009 Membership Assessment	\$ 1,129.70
Goshen Twp. (Champaign)	2009 Membership Assessment	\$ 1,128.40
Jack Beatley	Russells Point Zoning Map	\$ 20.00
Staples	Rebate	\$ 9.00
		<b>\$ 119,034.70</b>

**TOTAL RECEIPTS**

**TOTAL CASH ON HAND**

**\$ 219,683.97**

**EXPENDITURES**

Employee Salaries	2 Pay Periods	\$ 13,899.90
PERS	Jan-09	\$ 1,945.99
Medicare	2 Pay Periods	\$ 194.29
Anthem Life	Life Insurance	\$ 9.60
CEBCO	Health Insurance - 2 months	\$ 3,828.08
Time Warner Cable	Internet/DSL	\$ 94.91
Embarq	Telephone	\$ 299.03
Dayton Power & Light	Electric	\$ 761.35
Verizon Wireless	Cell Phone	\$ 128.84
Jenny Snapp	Mileage - January 2009	\$ 247.50
Heather Martin	Mileage - January 2009	\$ 48.59
Weston Dadds	Mileage - January 2009	\$ 220.00
Kyle Hanigosky	Mileage - January 2009	\$ 230.50
Staples	Supplies	\$ 530.61
Belle Printing	Envelopes	\$ 166.09
US Postal Service	Postage	\$ 121.20
Urbana Daily Citizen	Annual Subscription	\$ 180.96
Logan County Treasurer	Real Estate Tax	\$ 27.47
Jenny Snapp	Expenses	\$ 172.50
Ohio State University	Wes/Kyle - Future Planning Seminar	\$ 140.00
CCAO	Annual Dues - Co. Planning Directors	\$ 85.00
D. Lynn Moon Landscaping	Kitchen Counter Cutting	\$ 40.00
Lee's Famous Chicken	Logan Co. Seminar Series #1 Food	\$ 271.94
Fazoli's	Logan Co. Seminar Series #2 Food	\$ 420.00
		<b>\$ 24,064.35</b>

**Bldg.**

Business Equipment Co.	Conference Room Tables	\$ 3,561.47
Tracey Ackley	Cleaning	\$ 45.00
Lowe's	Building Supplies	\$ 251.60
		<b>\$ 3,858.07</b>

**TOTAL EXPENDITURES**

**\$ 27,922.42**

**BALANCE ON HAND AS OF February 29, 2009**

**\$ 191,761.55**

Respectfully Submitted,  
  
Andy Yoder, Treasurer





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## Director's Report – March 12, 2009

### Jenny's Activities:

Meetings, Miscellaneous & Projects	
February 16-17	Ohio Construction Conference – Presented “Where Worlds Collide – Private Construction/Development Meets Public Regulations”
February 17	Met w/ Franklin County Planning Manager, Lee Brown re: coordinating Seminar geared to Darby Watershed area.
February 18	Logan County Seminar Series #2
February 26	Nancy Reger – MORPC – Census 2010 Block Groups/Tracts Union County
February 28	Presented at Union County Engineer's Annual Township Meeting
March 3	Meeting w/ Jennifer Broome (Union County EDAP)
March 4	Municipal Sign Code Discussion – Urbana (Doug Crabill/Melanie Kendrick), Russells Point (Don Walters), Marysville (Greg DeLong)
March 5	Logan County Seminar Series #3 Discussion w/ Speakers (Logan County Engineer's Office, Health District, Sheriff's Office, Building Regulations)
March 5	Met w/ Pat Hill, Jackson Township (Champaign County) re: Agricultural Zoning
March 6	Met w/ ODOT District 7 – Robb Cummins & Brad Lightle
March 9	Met w/ Tony Core & Melinda McKay/Logan County Farm Bureau re: County Ag. related activities & speaking at next Seminar Series
March 10	Logan County Sales Tax Grant Interviews w/ Logan County Commissioners/Sales Tax Grant Committee
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>✓ 2010 Census – Logan County</li> <li>✓ Village of Quincy Kendellville Lift Station Farmland Preservation Review for Ohio Public Works Commission Grant Application</li> </ul>

### Heather's Activities:

Meetings, Miscellaneous & Projects	
February 18	Logan County Seminar Series #2
February 26	C.O.L.C.A.S. Meeting
February 28	Union County Annual Township Meeting
March 3	Champaign County Housing Coalition
March 4	Prevention Alliance Meeting
March 5	Meeting with speakers for seminar #3
March 10	Interview with Logan County Commissioners i.e. Sales' Tax Grant Applications
Ongoing	Logan County Sales Tax Seminars
Ongoing	Scheduling Fair Housing Training for relevant areas
Ongoing	Subdivision Regulations - working on formatting and updates
Ongoing	Dover Township Survey
Ongoing	Spring Newsletter
Ongoing	Fair Housing – 1 Call from Champaign County, and 1 Call from Union County





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### Wes' Activities:

#### Miscellaneous

Feb. 12	Attended the Perry Township Comprehensive Plan Steering Committee Meeting
Feb. 16	Attended the Stokes Township Zoning Commission Meeting
Feb. 18	Attended the 2 <sup>nd</sup> LUCL/Logan County Sales Tax Grant Seminar
Feb. 19	Attended a meeting regarding Economic Development at the Indian Lake Chamber Office
Feb. 24	Attended The Mad River Watershed Advisory Committee
Feb. 28	Attend with Union County Engineers Annual Trustee Meeting
March 3	Participated in Municipal Sign Code and Zoning Ordinance Discussion at LUC
Mar. 5	Met with Logan County Engineers Office, Sheriff's Office, Health Department, and Building Department regarding Logan County Seminar in April
Mar. 5	Met with Pat Hill from Jackson Township, Champaign County to discuss their agricultural zoning amendment
Mar. 9	Attended, W/i: Planning for the Future, at The Ohio State University
Mar. 10	Attended Interview with the Logan County Commissioners regarding LUC's recent Logan County Sales Tax Grant submittal
Mar 11	Zoning & Subdivision Committee Meeting
Mar 11	Completed Logan County PSAP Update for Census Bureau

#### Projects

Ongoing	CDBG, including: Applications, Environmental Review's & Bids
Ongoing	Mapping Projects: Washington Twp. – In process
Ongoing	Logan County Township Plans: Perry Township – Ongoing, Jefferson Township – Ongoing
Ongoing	City of Urbana Comprehensive Plan Steering Committee – 03/13/09





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**Kyle's Activities:**

**Miscellaneous**

Feb. 18	Attended the 2 <sup>nd</sup> LUUC/Logan County Sales Tax Grant Seminar
Feb. 24	Attended the Mad River Watershed Advisory Committee Meeting
Feb. 26	Meeting with Nancy Reger (MORPC) & Union County Engineer's Office to discuss updates to Census Tracts for the 2010 Census
Feb. 28	Attended Union County Engineer's Annual Township Trustees Meeting
Mar. 3	Meeting with Jennifer Broome (Union County EDAP)
Mar. 4	Participated in Municipal Sign Code and Zoning Ordinance Discussion at LUC
Mar. 5	Met with Logan County Engineers Office, Sheriff's Office, Health Department, and Building Department regarding Logan County Seminar in April
Mar. 9	Attended Union County GIS Task Force Meeting
Mar. 9	Attended <b>Wii: Planning for the Future Seminar</b> at The Ohio State University
Mar. 10	Attended Interview with the Logan County Commissioners regarding LUC's recent Logan County Sales Tax Grant submittal
Mar. 11	LUC Zoning & Subdivision Committee
Mar. 11	Hosted the CIC Comprehensive Plan & CIED Grant Subcommittee
<b>Upcoming</b>	
Mar. 13	City of Urbana Comp Plan Steering Committee Meeting
Mar. 18	LUUC/Logan County Seminar Series #3
<b>Projects</b>	
Ongoing	US 33 Corridor Team
Ongoing	Union County Comprehensive Plan – assembling subcommittees
Ongoing	Union County GIS Task Force
Ongoing	Union County GIS Task Force Data Sharing Subcommittee
Ongoing	Dover Township Comprehensive Plan – Surveys to go out
Ongoing	City of Urbana Comprehensive Plan
Ongoing	Salary Surveys for Old Jerome, New Dover, Dover Estates, Millcreek Estates, and Magnetic Springs Sewer Improvement Projects
Ongoing	Updating of various township zoning maps