

SENECA REGIONAL PLANNING COMMISSION
***** **REGULAR BOARD MEETING (ANNUAL)** *****

Wednesday, February 5, 2025 at 5:00 PM
Job & Family Services Building, Conference Room
900 E. County Road 20, Tiffin, OH 44883

Agenda Subject to Change

MEETING TO BE RECORDED FOR PURPOSES OF MINUTES

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES – I'll accept a motion to approve the minutes from the Board Session on Wednesday December 4, 2024 recorded digitally.

NEW BUSINESS

- Resignation of Attorney John Kahler, Tiffin City Council effective 1/21/25
- Election of Officers and Executive Committee Members - Proposed slate attached

FINANCIAL

- 2024 Budget Review (see also Tracking Budget)
 - Revenue as of 12/31/2024: \$124,181.72
 - Expenses as of 12/31/2024: \$114,670.96
 - Statement of Cash Position 3057 General Fund: \$189,372.12 (\$13,588.40 Encumbered YTD)
 - Statement of Cash Position 3060 Budget Stabilization: \$10,000.00
- 2025 Supplemental Budget appropriation - other expense line for Charlene's unemployment – possible exposure \$15,158

ADMINISTRATOR'S REPORT (6-month updated)

- Working on lot split workflow with iWorQ – to go live mid-February
- Vacated former office – Coroner's office was able to be outfitted from Board's generosity
- Two closets in the basement are being cleaned out with records being scanned and/or destroyed per Records Retention policy
- Two drives installed on Auditor GIS server and RPC files copied over – eliminates back up concern
- Scott, Bill and Julie met with Adams Township 11/25/24 and Scott and Julie with Pleasant Township 12/4/24 now a full membership of RPC
- Website update – Auditor's office migrating to a new website in April or May at that time will incorporate RPC into the site

EXECUTIVE COMMITTEE REPORT

STANDING OR AD-HOC COMMITTEE REPORTS

- | | |
|--------------------------------|-----------------------|
| ▪ Technical Advisory Committee | Jason Painter |
| ▪ Bylaws | Barbara Dibble |
| ▪ Subdivision/Land Use/Zoning | Julie Adkins |
| ▪ Highways and Transportation | Tyler Shuff |
| ▪ Public Safety | not listed on website |
| ▪ Parks and Recreation | not listed on website |
| ▪ Revolving Loan Fund | Dave Shelton |

OLD BUSINESS

- Subdivision Regulation – Informal Hearing
 - Reviewing proposed document for workflow and clarity – reworking Attachment C with iWorQ capability
 - SRPC and the Commissioners may hold a joint public hearing and meeting to approve/adopt the subdivision regulations when the time comes priority for 2025 – goal of April
 - 16 completed splits since transition
 - 3 proposed lot splits remain open from 2024
 - 2 proposed lot splits open for 2025
 - 1 inactive proposed split since transition
- CDBG PY 2023
 - Homeless Prevention is still being administered by Fostoria United Way & Regional Planning
 - 14 Households Assisted \$16,091.17
 - 3 Pending Application \$2,150
 - \$718.83 remains available to assist
- Zoning Maps
 - Pleasant Township zoning maps complete and are live on Auditor's website
 - Hopewell Township is almost complete
 - Jackson Township is completed waiting for township review

- Scipio Township is working on send a drawing
- Eden Township we are checking with township
- Adams Township we haven't heard from them after outreach of phone call and email

NEW BUSINESS

- Bylaws to be reviewed

PUBLIC COMMENT: Please state your name for the record

FUTURE MEETING DATES TO BE HELD AT 5:00 P.M. IN THE RTA BUILDING, BASEMENT CONFERENCE ROOM – FIRST WEDNESDAY OF ZEVEN MONTHS UNLESS OTHERWISE INDICATED:

- April 2, 2025
- June 11, 2025 (Auditor's conference week of June 2nd)
- August 6, 2025
- October 1, 2025
- December 3, 2025

ADJOURN



PROPOSED SLATE OF OFFICERS FOR 2025:

PRESIDENT: Bill Frankart
VICE PRESIDENT: Scott Harrison
SECRETARY: Barbara Dibble
AT-LARGE REPRESENTATIVE: Gary Hoepf
AT-LARGE REPRESENTATIVE: Brian Burns