

**Minutes of a Special Meeting
Of the Allen County Regional Transit Authority Board of Trustees
Held at the RTA Administration Building
And Virtually through GoTo Meeting
200 East High St., Lima, Ohio
May 12, 2020 @ 12:00 PM**

Present were Holly Rex, Board President; Joshua Parker, Vice-President; Joan Davis, Scott Cockerell, Richard Schroeder, Doug Olsson, and Robert Moening, Board Members; Karen Garland, Operations Director; Brian Wildermuth, Superintendent; Lori McGuire, Uplift Supervisor; Robert Ruzinsky, Contracted CPA; Marlene Shumaker, LACRPC; and Teresa Brown, Board Secretary/Treasurer.

First Item of Business – Roll Call: Roll Call was taken and noted for the minutes. All Members were present.

Second Item of Business – Approval of Previous Minutes: Mr. Olsson made a motion to approve the minutes for the Board Meeting on 3/10/2020. Mr. Parker seconded the motion and all members voted in favor thereof.

Mr. Schroeder made a motion to approve the Meeting Minutes from 4/21/2020 and Mr. Cockerell seconded the motion. All members voted in favor thereof.

Third Item of Business – Resolution for SFY2021 ODOT grants: This Resolution allows Karen Garland to sign for the SFY2021 ODOT grants on the behalf of the ACRTA. Mr. Olsson made a motion to accept Resolution 20-1. Mr. Schroeder seconded the motion and all members voted in favor thereof.

Fourth Item of Business – Finance Report: Ms. Rex asked if anyone had any questions for Bob on the Finance Report. Bob added we would have no money concerns for the next few years even with the drop in sales tax due to the CARES Act money. Mr. Parker said it was interesting to see the difference between Q1 of last year vs. Q1 of this year. Mr. Moening made a motion to accept the Finance Report and Mr. Parker seconded the motion. All members voted in favor thereof.

Fifth Item of Business – Operations Report: Brian went over the routes that we are going to start bringing partially back. The schools are out for the year and Marimor is out until at least June and we have a decent number of drivers. We are starting some routes a little earlier, some are going a little later in the evening, and we are shortening the break on two of the routes. JFS, Bob Evans and others are appreciative of the break being shorter. The drivers start their new run pick next week and it will fully cover all of this.

We have talked to OTRP in the past about getting in their Health Insurance pool. We talked to them again and they are setting up to have all our full-time employees fill out the information so we can get a quote from them.

We are reaching out to other Transit agencies in our Risk Pool to get a comparison on pay scale, benefits, and their policies and procedures.

We recently received four non-cdl vans and are in the process of installing the cameras and the radios on them. We have also been awarded grants for four more vans and two more buses at 100%. The vans will take 6 – 12 months to come in after they are ordered; and the buses will be 18 – 24 months. At the 18-month mark we will have two buses nearing the end of their useful life so it will work out well.

The Parking Lot project is moving on, the engineer is contacting the city and getting permits lined up to resume work.

We are still expecting to be able to restore the full evening services in August or September. We will need to hire five or six more full time drivers for that. There are two interviews set up for Thursday of this week. One person has everything and the other is just missing the passenger endorsement. The problem we have right now is we have three drivers ready to take the CDL test, but the testing centers have been closed due to COVID-19.

Elida Schools have reached out to Brian already to see if we are going to be able to provide service next school year. He told them we are working on the pricing and the rules and it sounded like we would be able to do so again. Lori worked on the rules for the school kids and Bob was working on the pricing.

Mr. Schroeder made a motion to accept the Operations Report and Mr. Cockerell seconded the motion. All members voted in favor thereof.

Sixth Item of Business – Ridership Report: Ridership has dropped drastically with everything being closed and the Stay at Home order in effect. March was down 37% from March of 2019, and April was down 57% vs. 2019. From March of 2020 to April of 2020 we went down 56%, with a lot of that being from the schools and Marimor being closed. They were still open part of the month of March. We are hoping to see an increase in ridership as things start to open back up.

Mr. Parker asked if there was a demand for the extended hours with the downturn in ridership. Brian said ridership will increase as restrictions are lifted. This is also a way to keep our drivers busy. Right now, we are using some of them for cleaning just to give them some hours. Bob said we need to maintain or increase service as much as we comfortably can and hope that ridership stays low, so people can socially distance on the buses as things get to a new normal. Hoping for packed buses right now would not be a good thing. ACRTA has been smart to maintain their service and allow people to socially distance and choose when they do their essential business. He recommended that we continue to move forward. One of the reasons the feds gave a lot of money to public transit was so they could maintain and provide the service without cuts.

Mr. Schroeder said he had a couple of question on the school rules. Ms. Rex said she did not think they were making a decision on it today. Mr. Schroeder said first of all it appeared to him that the consequence for a missed ride was the same as a behavioral issue. Secondly, if the penalty is identical, the document should reflect both reasons for violations as opposed to having separate documents. Thirdly, he was concerned about using the word “suspend” in the document as it seems to him a different choice of language should be used, such as “refuse”, “deny”, or “exclude”. Schools suspend students, he wasn’t sure we suspend the students from the bus as much as we exclude them.

Lori came up with the school rules. The attendance is based on our existing Uplift policy on No Shows and she changed the verbiage to make it for schools. The discipline policy was researched

from Lima City Schools, Elida Schools, and some other schools' policies. It was the draft she came up with. Mr. Schroeder reiterated he did not think missing the bus should be the same consequence as a behavioral issue. Mr. Olsson asked if the consequences were the same for bad behavior and missing the bus. Mr. Schroeder said he was reading that way. Mr. Olsson said he agreed it should not be the same and asked Mr. Schroder what his proposal was. Mr. Schroder said he did not have one and did not know how much difficulty the missed buses were with the Uplift service and how it works. Mr. Parker said there is a difference between calling to say you aren't riding and being a no call no show. Brian replied a lot of valuable time is wasted sitting at houses where the rider doesn't come out. It can add up and make all the kids late to school. Lori added the attendance punishments are cumulative. The rider gets to miss three times before they reach the first level of punishment. Mr. Schroeder said he

Mr. Schroeder made a motion to accept the ridership report and Mr. Parker seconded the motion.

All members voted in favor thereof.

Seventh Item of Business – RPC Updates: Marlene was on the call but had nothing new to report.

Eighth Item of Business – Adjourn: Mr. Cockerell made a motion to adjourn. Mr. Olsson seconded the motion and all members voted in favor thereof.

The next monthly Board Meeting is scheduled for June 2nd, 2020.



Holly Rex, Board President



Teresa Brown, Board Secretary/Treasurer

