



Allen County Regional Transit Authority  
Board of Trustees Meeting  
March 2, 2021

The Allen County Regional Transit Authority Board of Trustees met on **Tuesday, March 2nd, 2021 @ 12:00 p.m.** in the Allen County Regional Transit Conference Room, 200 East High Street, Suite 1-B, Lima, Ohio. Proper public notice was given in advance of the meeting. Ms. Rex, ACRTA Board President, conducted the meeting.

**PRESENT:** Holly Rex, President  
Joshua Parker, Vice President  
Doug Olsson  
Joan Davis  
Scott Cockerell  
Rob Moening  
Richard Schroeder (GoToMeeting)

**STAFF:** Brian Wildermuth, Co-Executive Director  
Karen Garland, Co-Executive Director  
Teresa Brown, Secretary/Treasurer  
Lori McGuire, Transportation Manager

**ABSENT:** None

**LACRPC:** Marlene Shumaker, Grants Administrator

**CITIZENS:** None

**Minutes:**

**1. Roll Call**

Ms. Rex called the meeting to order at approximately 12:00 p.m. Ms. Brown took roll call. A quorum of the Board was present.

**2. Approval of Previous Minutes**

Ms. Davis made a motion to approve the February 2, 2021 Board meeting minutes. Mr. Cockerell seconded the motion. The motion carried unanimously.

**3. Approval of Resolution 21-1, ODOT Grants**

Mr. Olsson made a motion to approve the Resolution authorizing ODOT grants for SFY2022. Mr. Moening seconded the motion. The motion carried unanimously.

**4. Finance Report**

Ms. Brown presented January's financials, including a summary profit and loss YTD actual versus prior year, income statement YTD actual versus budget, detailed profit & loss, and balance sheet for January 2021. Both revenues and expenses were under budget, with a net gain for the YTD. ACRTA is looking into moving funds to STAR Ohio for a cash reserve account, and also at some other area banks.

Ms. Davis made a motion to accept the Finance Report. Mr. Parker seconded the motion. The motion carried unanimously.

**5. Operations Report**

Ms. Garland reported that the Letter of Intent had been submitted to ODOT. The NTD report is due at the end of April and is almost finished. She attended meetings at LACRPC to present ACRTA ridership numbers. We have been conducting interviews for an Administrative Assistant; and will not be replacing the Maintenance Clerk as his duties will be rolled into this position.

Mr. Wildermuth presented January's ridership numbers. Fixed route was down a little, but Demand Response is picking back up. He also presented the information packet on the two new routes that he is proposing to start, going to Bluffton and Delphos. The routes are expected to start running in the beginning of/mid June. The Mayors of both are in full support.

Mr. Olsson made a motion to approve starting the proposed routes in June. Ms. Davis seconded the motion. The motion carried unanimously.

#### 6. RPC Updates

Juana Hostin at ODOT had suggested ACRTA have a TDP (Transit Development Plan) as we had not done one in 2019 or 2020. Ms. Shumaker has been in contact with the staff to gather the necessary information and it should be ready by April or May.

Discussion was brought up on providing transportation to COVID-19 vaccination sites. Dayton RTA and other agencies have been offering them already. On the fixed routes you take their word they are going there, Demand Response they show proper verification of an appointment.

Mr. Parker made a motion to allow free rides to vaccination sites from this date until the end of April, allowing free fixed route rides for that purpose and free Demand Response rides with documentation. Mr. Schroeder seconded the motion. The motion carried unanimously.

#### 7. Executive Session

No Executive Session was needed this month.


The Strategic Planning process should continue, with Ms. Lakatos working directly with the staff then presenting the results to the Board for consideration.

Mr. Moening made a motion to continue the contract with Ms. Lakatos for an additional three months. Mr. Cockerell seconded the motion. The motion carried unanimously.

#### 8. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Parker seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:45 p.m.

The next board meeting will be April 6th, 2021 at 12:00 p.m. in the ACRTA Conference Room.

Submitted:   
Teresa Brown, Secretary/Treasurer

Approved:   
Holly Rex, ACRTA Board President