



Allen County Regional Transit Authority
Board of Trustees Meeting
July 13, 2021

The Allen County Regional Transit Authority Board of Trustees met on **Tuesday, July 13, 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
Richard Schroeder (via GoToMeeting – not permitted to vote)
Rob Moening

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

CONTRACTORS: Robert Ruzinsky, CPA

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 Agenda**
Ms. Davis made a motion to approve the agenda. Mr. Cockerell seconded the motion. The motion carried unanimously.
- 3. Approval of Previous Minutes**
Mr. Olsson made a motion to approve the June 8, 2021, Board meeting minutes. Ms. Davis seconded the motion. The motion carried unanimously.
- 4. Citizens Comments**
None.
- 5. Secretary/Treasurer's Report**
Ms. Brown presented May'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 May 2021. A Cash Receipts Journal and a Cash Disbursements Journal were also included. Both revenues and expenses were under budget, with a net gain for the YTD.

The apportionments of the ARP Act were amended, and we received a little more funding. We used up all the ODOT Capital Maintenance grant and the Operating Grant and have started billing them for the RCI Grant.

The Auditor of State had sent out an email that they were done with all the field work and were wrapping up the 2020 audit so hopefully we will see a closeout on that soon.

Mr. Cockerell made a motion to accept the Secretary/Treasurer's report. Mr. Moening seconded the motion. The motion carried unanimously.

6. Action Items and ED Report

Mrs. Garland reported we are addressing the recent article in the paper about the cart on the bus. Drivers are not being consistent, so we stressed that in our recent Safety Meeting. The main issues are masks on the buses and passengers showing their ID cards. ACRTA will issue a press release on the masks and cart issue.

We met on June 16th for Strategic Planning. The goal is to be done by December 31st. There is a brochure ready to take to presentations in the community, and we hope to start meeting with stakeholders soon.

The Triennial Review Final Report was issued, and we went from 13 findings down to four. We have a corrective plan for three of them ready and are working on the fourth, we have until August 31st to submit those.

Mr. Wildermuth covered the ridership numbers, which are still slightly increasing and have the new routes added. The area schools are getting in touch with us about transportation contracts for the 2021 - 2022 schools year.

7. Discussion Items

The increases for the administrative staff compensation (minus Mrs. Garland and Mr. Wildermuth) were discussed.

8. RPC Updates

Mrs. Shumaker said they are working on ADA plans for a couple of the villages and Delphos and asked if ACRTA would like to know where they are to make sure they are close to our stops. ACRTA would appreciate the information. RPC is also writing a Comprehensive Economic Development Strategy and requests if any businesses are planning additions or if ACRTA is planning on route additions they let them know for inclusion in the document.

9. Executive Session

Mr. Parker made a motion to move to Executive Session for the purpose of discussing the purchase of property for public use. Ms. Davis seconded the motion.

Roll Call: Doug - yes, Josh - yes, Holly - yes, Joan - yes, Scott - yes, Rob - yes.

Ms. Brown left the meeting at approximately 12:38 p.m.

Ms. Brown returned to the meeting.

Mr. Parker made a motion to return from Executive Session. Ms. Davis seconded the motion.

Roll Call: Doug – yes, Josh – yes, Holly – yes, Joan – yes, Scott – yes, Rob – yes.

Meeting resumed at 1:00 p.m.

Mr. Olsson made a motion to authorize ACRTA staff to offer Mr. Mack up to 125% of the highest appraised value to purchase the property previously discussed. Mr. Parker seconded the motion. The motion carried unanimously.

10. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Parker seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 1:02 p.m.

The next board meeting will be August 10th, 2021, at 12:00 p.m. in the ACRTA Conference Room.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Holly Rex
Holly Rex, ACRTA Board President