



Allen County Regional Transit Authority
Board of Trustees Meeting
September 14, 2021

The Allen County Regional Transit Authority Board of Trustees met on **September 14, 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
Rob Moening

STAFF: Brian Wildermuth, Co-Executive Director
Karen Garland, Co-Executive Director
Teresa Brown, Secretary/Treasurer

CONTRACTORS: Robert Ruzinsky, CPA
Carla Lakatos, Consultant

ABSENT: None

LACRPC: Shane Coleman, Executive Director

CITIZENS: Beca Sheidler, AAA₃
Stefanie Motter, AAA₃

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. Olsson seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Schroeder made a motion to approve the August 10, 2021, Board meeting minutes. Ms. Davis seconded the motion. The motion carried unanimously.

4. Citizens Comments

We received a thank you card from Downtown Lima, Inc. thanking us for providing service so everyone could attend the events that were held downtown and around the area on August 14th. This is one of the many partnerships we have in the community.

Mr. Wildermuth received an email from Ms. Edna Blackburn, who is a frequent bus passenger. She was inquiring if we planned to bring back the Senior/Disabled monthly passes. When we had this in the past,

we charged half the price of the Adult monthly pass for the Senior/Disabled clients. We are looking to bring this back at the start of next year. Discussion followed on mobile passes and cost involved. Mr. Parker made a motion to proceed with offering Senior/Disabled half price monthly passes at the beginning of 2022. Mr. Olsson seconded the motion. The motion carried unanimously.

5. Secretary/Treasurer's Report

Ms. Brown presented July'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 July 2021. A Cash Receipts Journal and a Cash Disbursements Journal were also included. Revenue is up and expenses remain under budget, with a net gain for the YTD.

We used ARP Act (American Rescue Plan) funds in July and will use the rest in August and return to drawing down CARES Act funds after that.

All Board Members had received an email from the Auditor of State on the progress of the 2020 Financial Audit.

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

Ms. Lakatos gave an in-depth update on Strategic Planning and how the process was moving along. We met again on September 1st to continue the work.

Mr. Wildermuth introduced Beca Shidler and Stefanie Motter from AAA3. Beca has moved up to be the Vice President of Aging in Place and Stefanie is the new Mobility Manager. Beca talked about the new 211 program in Allen County.

We have signed the purchase agreement for the N. Central Ave. property that is next to the current bus garage and it has a potential closing date of November 20th. The environmental inspection of the property is completed.

There is a call scheduled with FTA on the 21st of September to discuss outstanding areas with the Triennial Review.

Ridership is up this month, with the new Delphos route almost doubling again.

An extension was signed with Allen County Job and Family Services for transportation services with no monetary change to the agreement.

Mr. Wildermuth discussed the loss of employees and the difficulties with hiring replacements. Our drivers are stretched very thin and continuing like this is not plausible. Our 7:20 pm to 10:20 pm period has the lowest ridership and with many stores and businesses still closing early it would be the least impact to the community to shut down.

Mr. Parker made a motion to approve the temporary reduction in service hours from 10:20 pm to 7:20 pm starting on October 4th, 2021 and continuing until further notice due to staffing issues. Mr. Olsson seconded the motion. The motion passed unanimously.

We are going to be set up at JFS next Tuesday and will also be set up at Makerfest to try to hire more drivers. We will also run a special shuttle on the day of Makerfest (October 16th at Apollo) to run interested passengers to the hiring event.

Mr. Wildermuth and Ms. Miller went to Gillig last week to do the bus inspections during the bus build. One of the buses was delivered on September 13th and the other one is waiting on a front display sign and will be shipped after that.

7. Discussion Items

None

8. RPC Updates

Mr. Coleman said they are working on finishing their completion report for ODOT and are almost done with it. They are partnering with the City of Lima on their long-range plan. The first or second Thursday of October they are holding two public meetings to solicit feedback on the plan.

9. Executive Session

Mr. Parker made a motion to move to Executive Session for the purpose of discussing compensation for public employees. Mr. Olsson seconded the motion.

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

Ms. Brown and Mr. Coleman left the meeting at approximately 12:59 p.m.

Mrs. Garland and Mr. Wildermuth left the meeting at 1:10 pm.

Ms. Brown, Mrs. Garland and Mr. Wildermuth returned to the meeting.

Mr. Schroeder made a motion to return from Executive Session. Mr. Cockerell seconded the motion.

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

Mr. Olsson left during the Executive Session.

Meeting resumed at 1:54 p.m.

No action was taken at this time.

10. Adjourn

Mr. Parker made a motion to adjourn. Mr. Cockerell seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 1:55 p.m.

The next board meeting will be October 5th, 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