



Allen County Regional Transit Authority
Board of Trustees Meeting
November 10, 2021

The Allen County Regional Transit Authority Board of Trustees met on **November 10, 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
Scott Cockerell
Richard Schroeder
Rob Moening
Joan Davis
Doug Olsson

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

CONTRACTORS: Robert Ruzinsky, CPA

ABSENT: None

LACRPC: Marlene Shumaker, Grants Administrator

CITIZENS: 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

Mr. Cockerell made a motion to approve the agenda. Ms. Davis seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Schroeder made a motion to approve the October 5, 2021, Board meeting minutes. Mr. Parker seconded the motion. The motion carried unanimously.

4. Citizens Comments

None.

5. Secretary/Treasurer's Report

Ms. Brown presented August'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 September 2021. Third quarter service information was included. 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.

The bank reconciliations were sent out to Mr. Schroeder and Mr. Parker for review.

Ms. Davis 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

- a. Ms. Rex was sworn in for a new term running from 11/15/21 to 11/14/2024.
 - b. Ms. Davis was sworn in for a new term running from 11/21/2021 to 11/20/2024.
 - c. The Board Meeting Schedule for 2022 was presented. November's date was moved to the 15th. Mr. Parker made a motion to accept the proposed Board Meeting Schedule for 2022. Mr. Olsson seconded the motion. The motion carried unanimously.
 - d. Mr. Wildermuth talked about how last year our gutters froze and then when things started thawing, water backed up and leaked in on the third floor. We had a quote from Sparta Electric to put heat tape in all the gutters and down spouts to prevent this from happening again. It is over the amount the Executive Directors are permitted to approve on their own, so we need a motion from the Board to proceed. We were only able to obtain one quote as no one else would respond.
- Mr. Cockerell made a motion to approve the quote from Sparta Electric for the downspout repair. Mr. Parker seconded the motion. The motion carried unanimously.

The Triennial Review was closed with no findings.

The Co-Executive Directors met with many area stakeholders this past month, including the Mayoral candidates, the County Commissioners, Safy, and OSU/Lima. They handed out surveys to them and have received the majority of them back.

We met at RPC for a Strategic Planning session and are exploring the idea of sharing a Marketing/PR person. RPC has the position on their website until the 26th and the cost would appear on our monthly RPC invoices.

We have purchased the 216 N. Central property and met Mr. Mack there to get the keys.

Ridership was down for October, as there was one less day of service than November and the City schools were closed for a couple of days.

We held another hiring event at JFS and were set up at Makerfest. We will be having another event at JFS on the 20th of November. We lost a driver and a service technician recently and have four drivers currently out on Medical.

Howard Elstro from the City of Lima has reached out to us about possibly doing some of their CDL training. We are not sure we will be able to do it as their drivers need a Class A, and we train our drivers for a Class B. If they can get by with having their drivers trained for a Class B we may pursue it.

We redid the Rulebook/Policy Manual last year but have decided to have Clemans Nelson look it over to make sure everything is worded correctly. We will send it out to the Board for approval when it is completed.

7. Discussion Items

None.

8. RPC Updates

Mrs. Shumaker said she had nothing new to report this month.

9. Executive Session

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

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

Ms. Brown, Mrs. Garland, Mr. Wildermuth, Mrs. Shumaker and Ms. Motter left the meeting at approximately 12:38 p.m.

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

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

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

Meeting resumed at 12:59 p.m.

Mr. Olsson made a motion to increase the Co-Director's compensation by 4% and to continue their eligibility for the Hero's Bonus and the Performance Bonus. Mr. Schroeder seconded the motion. The motion carried unanimously.

10. Adjourn

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

The next board meeting will be December 14th, 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

