



Allen County Regional Transit Authority  
Board of Trustees Meeting  
January 11, 2022

The Allen County Regional Transit Authority Board of Trustees met on **January 11, 2022 @ 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  
Rob Moening  
Joan Davis  
Doug Olsson

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

**CONTRACTORS:** None

**ABSENT:** Richard Schroeder  
Scott Cockerell  
Joshua Parker

**LACRPC:** Shane Coleman, Executive Director

**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. Olsson made a motion to approve the agenda. Ms. Davis seconded the motion. The motion carried unanimously.

**3. Approval of Previous Minutes**

Ms. Davis made a motion to approve the December 14, 2021, Annual Board meeting minutes. Mr. Moening seconded the motion. The motion carried unanimously.

Mr. Moening made a motion to approve the December 14, 2021, Regular Board meeting minutes. Mr. Olsson seconded the motion. The motion carried unanimously.

**4. Citizens Comments**

None

**5. Secretary/Treasurer's Report**

Ms. Brown presented November'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 November 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.

Mr. Olsson made a motion to accept the Secretary/Treasurer's report. Ms. Davis seconded the motion. The motion carried unanimously.

**6. Action Items and ED Report**

Fixed route ridership was down slightly from the previous month. Looking at the last four years, ridership typically drops off between November to February. Uplift was up, which was unusual for this time of year. The Delphos route almost doubled again from November to December. Lakeview Farms has adjusted the start time of some of their shifts to match the bus route.

We have an updated artist rendering of the parking lot project. Mr. Beam is waiting for one last approval from the city and can then go out to bid hopefully at the end of January. That will make the start date in May and hopefully have it done by this summer. Karen and Brian will be on a virtual meeting with the City Building Commission and the final plans should be reviewed then.

We sent our new pay scale to JFS so they can update it on the job advertisements. I Heart Radio will have our commercials updated soon. We are looking at holding a couple more job fairs at JFS in the near future.

The past two Mondays we have had four drivers off, both days with Covid and other illnesses. We managed to get through it and did not miss any runs.

We held the Safety Meetings in December and let the employees know about the pay increases. They were all very appreciative.

We have the 2022 MOU (Memorandum of Understanding) with RPC ready for the Board President to sign. It reads the same as the previous one and we never spend the entire amount in the agreement. We will be spending more this year since we will be using their media person part time.

Mr. Moening made a motion to approve the 2022 MOU with LACRPC. Ms. Davis seconded the motion. The motion carried unanimously.

**7. Discussion Items**

None.

**8. RPC Updates**

Mr. Coleman said they have gone back to splitting days at the office for the next two weeks due to Covid. He had sent a link to the Unified Planning Work Program for ACRTA to send feedback and updates. Shauna Basinger from Downtown Lima, Inc. will be the new employee at RPC and will be starting in February. RPC has been in multiple meetings with ODOT about the new Infrastructure funding and are looking at 36 different funding streams.

**9. Executive Session**

Mr. Olsson made a motion to move to Executive Session for the purpose of discussing purchase of property. Mr. Moening seconded the motion.



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

Mr. Coleman and Ms. Motter left the meeting at approximately 12:15 p.m.

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

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

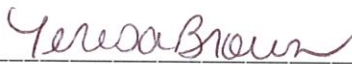
Meeting resumed at 12:21 p.m.


No action was taken.

**10. Adjourn**

Mr. Moening made a motion to adjourn. Ms. Davis seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:23 p.m.

The next board meeting will be March 8th, 2022, at 12:00 p.m. in the ACRTA Conference Room.

Submitted:   
Teresa Brown, Secretary/Treasurer

Approved:   
Holly Rex, ACRTA Board President

