



Allen County Regional Transit Authority
Board of Trustees Meeting
April 12, 2022

The Allen County Regional Transit Authority Board of Trustees met on **April 12, 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
Joshua Parker, Vice President
Joan Davis
Rob Moening
Richard Schroeder

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

CONTRACTORS: None

LACRPC: Shane Coleman, Executive Director

ABSENT: Doug Olsson
Scott Cockerell

CITIZENS: Barbara Rhodes, OTRP

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. Parker seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Moening made a motion to approve the March 8, 2022, Board meeting minutes. Ms. Davis seconded the motion. The motion carried unanimously.

4. Citizens Comments

Ms. Rhodes detailed all the services and benefits OTRP provides to the ACRTA and other members of the Ohio Transit Risk Pool. They include vehicle and facility coverage, health coverage, HR support, training programs, and others. They are also working on apps for transit such as EZFare.

5. Secretary/Treasurer's Report

Ms. Brown presented February'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 February 2022. 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. Schroeder 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

We have a Resolution that will need approved for us to apply for ODOT grants this year. We are applying for computer hardware/software, preventative maintenance, building money, and operations. We are looking into getting on the EZfare app.

NTD is completed and in review. It was kicked back once for a couple questions, and we anticipate it will be approved this time.

ACRTA is sponsoring the April Real American Sunrise for the Lima/Allen County Chamber of Commerce. As a sponsor, we will get five minutes at the beginning to speak.

As Barbara mentioned, OTRP offers a lot of training, and we are taking advantage of this by having the entire Management Team attend Leadership Training on the 23rd of this month.

Mrs. Garland and Mr. Wildermuth completed the DOT Reasonable Suspicion refresher course yesterday.

Ridership remains good, with March being the third best month in the past two years and the Uplift is also up. We met with AAA3 with their dispatchers and our dispatchers to get everyone on the same page with scheduling.

In Mid-March two drivers passed their CDL test. We currently have four in training now under the new rules. Two of the four believe they are ready to test.

There is a small wedge of land behind the 216 property the City is trying to get rid of, it is in tax arrears and will be moving to the land bank. They are looking to see if they can merge it with our property at no cost, but it may be either \$450 for the paperwork or \$833 for the taxes.

We have at least five companies that have expressed interest in bidding on our parking lot project so it should start moving along quickly now. We look forward to its completion in September.

We are going to extend the current garage to the 216 property. We will be able to have all vehicles under cover then and have a drive through bus wash. The pictures handed out show a couple of different options for the façade of the buildings. We prefer the brick look with fake windows as it will match the rest of our buildings and tie in with the parking lot pillars. We have \$636,000 in existing grant funds to start work on the project. The total estimated cost with inflation and contingency costs built in is 1.5 million.

Mr. Parker made a motion to move forward with getting bids for the 216/garage expansion project as presented. Mr. Moening seconded the motion. The motion carried unanimously.

Resolution 22-2, authorizing ODOT Grant filings, had been sent out with the Board Packets. Mr. Schroeder made a motion to approve the Resolution. Mr. Parker seconded the motion. The motion carried unanimously.

The one-year term set by the Board for LACRPC's Transportation Coordinating Committee is up for renewal. Ms. Davis expressed interest in staying on for another year and the Board was in agreement.

7. Discussion Items

Ms. Davis had a comment on the masks on the buses. It is currently still mandated until April 18th.

8. RPC Updates

Mr. Coleman said the Unified Planning Work Program will be approved at their committee meetings. The final document will be submitted to ODOT by May 1st. RPC's Annual Meeting will be held April 28th at 5:00, and everyone is welcome to attend.

9. Adjourn

Mr. Parker made a motion to adjourn. Mr. Moening seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:52 p.m.

The next board meeting will be June 14th, 2022, at 12:00 p.m. in the ACRTA Conference Room.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Holly Rex 5/17/22
Holly Rex, ACRTA Board President