



Allen County Regional Transit Authority
Board of Trustees Meeting
February 14, 2023

The Allen County Regional Transit Authority Board of Trustees met on February 14, 2023 @ 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
Doug Olsson
Joan Davis
Scott Cockerell

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

CONTRACTORS: None

LACRPC: Brandon Casler, Finance Administrator

ABSENT: Rob Moening
Joshua Parker, Vice-President
Richard Schroeder

CITIZENS: Stephanie Motter, AAA₃
Brad Taylor, Lima Community Church

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. Olsson made a motion to approve the December 13, 2022, Annual Board meeting minutes. Mr. Moening seconded the motion. The motion carried unanimously.

Mr. Olsson made a motion to approve the December 13, 2022, regular Board Meeting minutes. Mr. Cockerell seconded the motion. The motion carried unanimously.

4. Secretary/Treasurer's Report

Ms. Brown presented November and December'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 and December 2022. A Cash Receipts Journal and a Cash Disbursements Journal were also included for both months. Revenue is up and expenses remain under budget, with a net gain for the YTD.

2023 apportionments were announced and ACRTA was awarded another 1.3 million. It will be put on a grant when the 2022 money we just put on a grant starts to run low. Sales tax revenues remain up. Year-end balances will change as adjustments are made and the sales tax figures for November and December come in.

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

5. **Action Items and ED Report**

December ridership was down from November but up from that time the prior year. There was a growth of 5.8% over the 2021 ridership. Special Services and paratransit both had large increases. In January the increase continued although there were no Special Services that month. Ridership was down from December but up from January of 2022. Efficiency has improved as the same of employees worked as in 2022 but with 1109 less hours of overtime. There will be another job fair at JFS in April.

Mr. Beam was here earlier in the month to discuss the garage expansion project. They have their next meeting on February 20th and hope to have all the plans finalized by the end of the month so it can be brought to the Board at the March meeting and go out to bid at the end of March/beginning of April. They had a hold-up with getting the bus wash plans done first so they could then get the electric, water, etc. planned correctly.

For the 311 property, the Design Review Board sent back word that chain link fencing is not allowed to be used in Downtown Lima. The blacktopping of the lot was awarded to Snyder Excavating out of Bluffton, they will start in May. We can either go with the more expensive fencing or no fencing for now.

Mr. Olsson made a motion to revisit the fencing in of the lot later. Ms. Davis seconded the motion. The motion carried unanimously.

The Ecolane Mobile App has partnership potential. AAA3 has their second meeting with Ecolane today. Mayor Smith is meeting with her staff to see if it would be something they can utilize as they are thinking about putting in scooters, bicycles, etc. If we base it on the fixed routes, it can be put in as the whole county. The County Commissioners would like to know that the Board supports the staff bringing them the pitch to partner on the system before it is taken to them.

We can do the Ecolane app without the collaborations, but it would help the whole county and we could get potential financial support through agreements. ODOT and FTA like to see that the RTAs are partnering with local agencies and government entities.

Mr. Cockerell made a motion to approve the ACRTA staff taking the idea of a partnership with the Ecolane Mobility app to the County Commissioners. Mr. Olsson seconded the motion. The motion carried unanimously.

Mr. Wildermuth and the Assistant Maintenance Manager Mr. Lott went to Georgia and South Carolina to look at used trolleys for the Lima Loop. They found two 2001 trolleys they recommend purchasing. One has 139,000 miles; the other has 160,000 miles but is having the engine rebuilt. They both have lifts and have a V-10 engine that our mechanics are used to, the parts should also be easier to get than the ones for the other trolley. They are \$44,000 each with an additional \$2,017 per vehicle for shipping.

Ms. Davis made a motion to approve the purchase of the two trolleys the ACRTA staff recommended, using ACRTA funds only. Mr. Olsson seconded the motion. The motion carried unanimously.

The NTD report was submitted last Friday. It isn't due until April 15th, but it is preferable to get it turned in early in case there are any corrections needed.

There are opportunities for funding through the RAISE grant. The minimum you can apply for is \$5,000,000; ACRTA is looking to apply for \$7,000,000 to assist with the vehicle replacements that will be done in 2025. Portions of Lima are considered persistent poverty areas so the funds may be awarded at 90/10. The grants are competitive so there is no guarantee it will be awarded to ACRTA.

FTA has released another competitive grant of 5339 money with no minimum amount that will be applied for also.

Mr. Olsson made a motion to approve Resolution 23-1 authorizing ACRTA to apply for the competitive grant opportunities. Mr. Cockerell seconded the motion. The motion carried unanimously.

Paperwork from Citizens National Bank had been prepared to add Mrs. Garland to the IntraFi account. Ms. Rex and Mr. Parker will still be on the account, it is just adding Mrs. Garland. It will allow her to move money from the Operating account to the Savings account and vice versa.

Mr. Cockerell made a motion to approve adding Mrs. Garland to the IntraFi Network Savings Account at Citizens National Bank. Ms. Davis seconded the motion. The motion carried unanimously.

6. Discussion Items

None.

7. Lima Community Church – Brad Taylor

Mr. Taylor expressed his appreciation for the partnership Lima Community Church has with ACRTA. The church sponsors the Lima Community Thanksgiving Dinner and ACRTA provides transportation so more members of the community can attend.

8. RPC Updates

Mr. Casler said they are working on the Transportation Improvement Plan, projects and funding. They have a possible new Executive Director but are not at liberty to say yet. They are working with ODOT to get the Rural Planning off the ground for the seven-county area and will use a consultant for the first two years. The Memorandum of Understanding (MOU) is the annual agreement between LACRPC and ACRTA for any technical services they perform during the year.

Mr. Olsson made a motion to approve the MOU for 2023. Mr. Cockerell seconded the motion. The motion carried unanimously.

9. Citizens Comments

None

10. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Olsson seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:35 p.m.

The next board meeting will be March 14th, 2023, 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