



Allen County Regional Transit Authority
Board of Trustees Meeting
September 12, 2023

The Allen County Regional Transit Authority Board of Trustees met on **September 12, 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
Rob Moening
Richard Schroeder
Joan Davis

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

ABSENT: Scott Cockerell
Doug Olsson

CONTRACTORS: None

LACRPC: None

CITIZENS: Michelle Ramage, 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. Schroeder made a motion to approve the agenda. Ms. Davis seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Moening made a motion to approve the August 8, 2023, Board meeting minutes. Mr. Schroeder seconded the motion. The motion carried unanimously.

4. Citizens Comments

None.

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. 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

Ridership was up by 4,500 rides from July and up from last August by 3,600 rides. This was the highest ridership month dating back to 2018, which is where the ridership numbers are reliable as the Genfare machines were installed then. The daycares went through part of the month then the schools started back up, there was also the Fair transportation and the Lima Loop contributing to the rise in ridership.

Hume will be bringing their trailer on site the week of the 18th with the goal of starting the week of the 25th. There was a question last month on the garage expansion project needing the firewall if sprinklers were needed. If the firewall was not there, sprinklers would be needed throughout the entire building, the water pressure would need boosted and new drawings would be needed. It would be a wash in terms of cost and set the project back further.

The Ecolane Mobile App is getting close now. The fixed route part is done, an update is needed then the Microtransit can be tested. Ecolane is programming it now so customers will only be able to pick the fare that applies to them, so they are not receiving the \$2.00 ADA fare if it is a General Public passenger. Testing will begin soon with employees and then running a soft start with regular passengers.

The Lima Loop trolley ran Fridays in August from 4:20 pm to 9:20 pm and had the Amphitheater opening weekend. Ridership was not what was expected or hoped for but there were a lot of nice things said about the service.

The enunciators have a glitch on a couple routes with announcing stops a bit early or late and are pronouncing Elida incorrectly, so Transign is working on getting those issues fixed.

Mr. Wildermuth met with the Bluffton Village Council on getting the fixed route signs up there. The Council wants to put benches at the spots the signs will be, but one of them won't work with the bus pulling up to the curb. The Council is very enthusiastic about the signs and are willing to work with ACRTA on placement.

The three Dayton buses will be getting wrapped to look like the newest buses within the next few weeks.

The City Building Commission approved vacating the alley on the parking lot property down the street that was recently black topped. It will now move forward to the City Council for approval.

There is a small triangle of land behind the 216 property that has been talked about before. Carla Thompson on the City Council is working with the Prosecutor's Office to foreclose on the property for back taxes so it can be added to the ACRTA's property. The current back taxes are around \$1,070 and the previous owners cannot be found. At most ACRTA would have to pay the back taxes to acquire the property, there may not be a charge for it.

7. Discussion Items

There were six registered complaints on the item turned in to the NAACP. Most of them stem from a part-time employee who does not meet the hours requirement for the bonus program. He either just realized it or had a problem with it. There is a separate pay scale for the part-time and full-time drivers and the same person thought they should have been getting full-time pay.

In 2020 we did some painting in the offices, and we had contracted with Mr. Wildermuth's spouse to do part of the painting. Mr. Wildermuth was not involved in the choice of contractors for the painting. Mr. Wildermuth's sister-in-law works here as a Transportation Manager over the fixed routes and the complaint said Mr. Wildermuth had hired her and then promoted her. She was hired as a driver in 2016, promoted to Shift Leader in 2018, and promoted to her current position on January 14, 2020; all by the former Executive Director Shelia Schmidt/Haney, which is documented in her personnel file. The handbook that went into effect in January of 2023 states an employee cannot be supervised by a direct family member. Clemans-Nelson has said the wording is incorrect as direct family member and immediate family member were reversed in the manual. It is correct in the ORC and will be corrected in our manual for January of 2024.

Another complaint stated some employees drive ACRTA's buses without a CDL. Our fueler/washers have never had their CDLs or been required to do so. They move the buses around on our property as needed in the course of their job.

The last complaint states the supervisors were given bonuses based on how many write-ups they issued to subordinates and is completely meritless.

Mr. Wildermuth and our representative from Clemans-Nelson were supposed to meet with the NAACP last week. The NAACP requested to move the meeting as their offices were in use that day and were supposed to let Mr. Onyemachi know the new location. Mr. Onyemachi attempted to reach them several times and received no response, so he prepared the letter answering the questions and sent it off to them

Ms. Ramage from AAA3 said they are starting a new program for car inspections named Car Fit for elderly drivers. It is a 12-point inspection with the purpose of keeping seniors safely driving as long as possible. AAA3 has training available on September 27 for anyone interested in becoming a technician or coordinator and an event on October 6th. The event is an Aging 101 seminar at the Senior Citizens Center from 9-12. They will also be offering a vaccine clinic with an incentive of a \$50 gift card. Car Fit will be in the parking lot at the event from 10-2.

8. RPC Updates

None.

9. Adjourn

Mr. Moening made a motion to adjourn. Ms. Davis seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:30 p.m.

The next board meeting will be October 10th, 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