



Allen County Regional Transit Authority  
Board of Trustees Meeting  
October 10, 2023

The Allen County Regional Transit Authority Board of Trustees met on **October 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  
Scott Cockerell  
Joan Davis  
Doug Olsson  
Rob Moening  
Richard Schroeder  
Brad Taylor

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

**ABSENT:** None

**CONTRACTORS:** None

**LACRPC:** Rebecca Phillips

**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. 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 September 12, 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 of 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. Olsson made a motion to accept the Secretary/Treasurer's report. Ms. Davis seconded the motion. The motion carried unanimously.

Mr. Moening made a motion to approve removing Ms. Rex as the Authorizing Official for ECHO Web and appointing Mrs. Garland as the Authorizing Official. Ms. Davis seconded the motion. The motion carried unanimously.

Mr. Cockerell made a motion to approve removing Mr. Parker from the STAR Ohio account as he is no longer on the Board and adding Mr. Wildermuth with view only access. Mr. Schroeder seconded the motion. The motion carried unanimously.

Mr. Schroeder made a motion to approve the MOA for audit services with Perry & Associates CPAs, who had been awarded the contract from the RFP by the Ohio Auditor of State Office. Mr. Moening seconded the motion. The motion carried unanimously.

## **6. Action Items and ED Report**

Mr. Taylor was sworn in for an unfinished term commencing September 14, 2023 until April 2024.

Ridership was down from August, which was to be expected after the huge ridership we had from the fair. It was also down slightly from last year.

Hume is still waiting on AEP and Dominion to move some lines. They have met with both companies on site so it should be moving forward soon. They are still waiting on the fire department to let them know if the sprinkler system will be needed.

The Ecolane Mobile App is getting close to being finished. The fixed route part and the Microtransit are completed but there is still work to be done on the uplift portion.

The enunciators are pronouncing correctly now, there is just one box that keeps freezing up. Our mechanics are working with Transign to get it worked out.

Mr. Parker had requested acknowledgement that the Board accepted his resignation, which was effective August 7<sup>th</sup>, 2023.

Mr. Schroeder made a motion to accept with regret Mr. Parker's resignation. Ms. Davis seconded the motion. The motion carried unanimously.

ODOT awarded us our usual amount of SFY2024 UTP funds of \$173,862 recently. They also were doing a bonus to the small urban transits in Ohio, so we received an additional \$362,000. We could program the money for whatever we needed to use it for so will be using it as match money for FTA operating funds.

## **7. Discussion Items**

Ms. Ramage from AAA3 said they held the Car Fit event for elderly drivers. They had four vehicles scheduled and had ten go through the event, some were from people who attended the Aging 101 event also held that day. Shaunna Basinger from LACRPC is helping bring more events like this to the area.

Ms. Ramage also informed the Board the upcoming Friday would be her last day at the agency, so Ms. Stephens will be coming to the Board Meetings from now on.

**8. RPC Updates**

Ms. Phillips, the new Finance Director at LACRPC, introduced herself. They are working on the active transportation plan now, with a focus on sidewalk improvements for walking and accessing the bus routes. They are also working on the Thriving Communities Initiative. Marlene Shumaker is still assisting.

**9. Adjourn**

Mr. Taylor made a motion to adjourn. Mr. Olsson seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:19 p.m.

The next board meeting will be November 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