



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

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

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

ABSENT: Joan Davis

CONTRACTORS: None

LACRPC: Rebecca Phillips, Finance Director
Tara Reynolds Bales, Executive Director

CITIZENS: None

Minutes:

1. Roll Call

Ms. Rex called the meeting to order at approximately 12:01 p.m. Ms. Brown took roll call. A quorum of the Board was present.

2. Approval of Agenda

Mr. Moening made a motion to approve the agenda. Mr. Cockerell seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Schroeder made a motion to approve the November 14, 2023, Board meeting minutes. Mr. Olsson seconded the motion. The motion carried unanimously.

4. Citizens Comments

None.

5. Secretary/Treasurer's Report

Ms. Brown presented October'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. The 2022 Audit is finally done, and they have sent the draft for review. The Fuel bids came back better than expected and the contract was awarded to Petroleum Traders. The contract will need a motion for approval.

Mr. Olsson made a motion to approve the fuel contract with Petroleum Traders for 101,800 gallons of 87 Octane Gasoline @ \$2.3310/gallon and 94,475 gallons of Diesel @ \$2.8858/gallon. Mr. Cockerell seconded the motion. The motion carried unanimously.

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

6. Action Items and ED Report

Ridership was down slightly from last month and up 1,017 from the same time last year. There should be a 6% increase overall for the year. The school ridership is already where it was in February of the last school year.

There has been a lot of driver training done this month. Clemans-Nelson came in to do a comprehensive employee manual training. The Management team went through the training last week and the rest of the employees will have it later this week. This will hopefully avoid any further problems with the employees as they will understand the rules better.

Dominion is currently moving the garage lines so the contractors should be able to start soon and will hopefully be able to finish by June still.

The Thriving Communities Program is a collaboration between The City of Lima, Lima/Allen County Regional Planning Commission and Allen County Regional Transit Authority with funding provided by the Department of Transportation. There are bi-weekly meetings being held to determine the priorities and needs of the city and Allen County as far as road surfacing, handicapped accessible bus stops, etc. There was recently a meeting held at the US DOT in Washington D.C. that Mrs. Garland, Ian Kohli from the city, and Tara Reynolds Bales from LACRPC attended. Information on transportation, housing, and funding that is coming in the future was provided. The next RAISE grant will have \$1.6 million available, the applications for that are due at the end of February.

7. Discussion Items

(a). The ACBDD has not sent any further information on the requests brought to the Board the previous month. There is a current contract with ACBDD that runs through June of 2024 so there could maybe be some changes made at that time.

(b). Mr. Cockerell made a motion to keep the Board Meeting Schedule on the 2nd Tuesday of each month for 2024. Mr. Taylor seconded the motion. The motion carried unanimously.

8. RPC Updates

LACRPC has been working with Mrs. Garland with any information needed and encouraging ACRTA to continue applying for grant funding. LACRPC will support any collaborations with ACRTA that come along.

Mrs. Garland expressed the appreciation of ACRTA for everything Ms. Rex has done for the Board. The rest of the Board echoed the sentiments.

9. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Taylor seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:25 p.m.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Robert Moening
Robert Moening, ACRTA Board President