



Allen County Regional Transit Authority
Board of Trustees Meeting
July 9, 2024

The Allen County Regional Transit Authority Board of Trustees met on July 9, 2024 @ 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. Mr. Moening, ACRTA Board President, conducted the meeting.

PRESENT: Robert Moening, President
Scott Cockerell, Vice-President
Richard Schroeder
Brad Taylor

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

ABSENT: Richard Bales
Joan Davis

CONTRACTORS: None

LACRPC: Rebecca Phillips, Finance Director

CITIZENS: Leann Unverferth, AAA3

Minutes:

1. Roll Call

Mr. Moening 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. Mr. Cockerell seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Cockerell made a motion to approve the June 11th Board Meeting Minutes. Mr. Schroeder seconded the motion. The motion carried unanimously.

4. Citizens Comments

None

5. **Secretary/Treasurer's Report**

Ms. Brown presented May'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 were under budget, with a net gain for the YTD.

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

6. **Action Items and ED Report**

Ridership was down 2,474 from last month and down 1,488 from the same time last year. The schools were out at the end of May and the day care trips had a slower start this year. There will not be as much ridership for the fair this year without a huge headliner for the concert, and the Star Spangled Spectacular numbers were lower this year due to the weather.

The concrete at the garage will be torn up mid-September. Our current diesel tank is from 1989, they have a life expectancy of 20- 40 years. The existing tank is a single-wall so it only holds 7,000 gallons, our unleaded tank that was replaced in 2007 is a double-wall so it can hold 9,000 gallons and that is what any replacement tank would be. The parts for the current tank are getting very hard to find if there are issues with it and at a minimum the lines need replaced. JF Petroleum will be getting us a quote to replace the tank while the concrete is already torn up in addition to the quote requested for two additional pumps.

The current fuel pumps will be unavailable during that process. Depending on what is done it will be for two to four weeks. We are looking into getting our fuel dropped in someone else's tanks during that period, so we don't have to go pay pump prices at Clark or wherever else. As soon as the quotes are back they will be sent to the Board for consideration so the project can keep moving. The unleaded fuel pump is still running slow, and JF is looking further into what could be causing it.

The Lima Loop was started last Saturday, the numbers have not been put in yet for that. There were pictures put on the RTA Facebook of riders on the trolley from the Loop.

One new mechanic is starting next week who has 8 - 9 years of experience. There are many service tech applications coming in. One of the applicants has graduated from UNOH with an auto/diesel degree and returned to school for additional training. He will hopefully be starting here soon. A second interview is being conducted tomorrow with a potential Assistant Maintenance Manager. The candidate just got out of the military and held a similar position there.

A. Brad Taylor was sworn in for a three-year term commencing April 14, 2024, to April 13, 2027.

B. Employee job descriptions: The intent is to make distinctions between the Directors' roles and clean up the rest of the job descriptions. There were still a couple typographical errors and omissions. It was unclear from the descriptions alone how the chain of command went. Mr. Cockerell made a motion to table the decision on the job descriptions until the Board can look over the organizational chart. Mr. Taylor seconded the motion. The motion carried unanimously.

7. Discussion Items

Mr. Bales is still in China and is still on the Board. The County Commissioners are having a hard time filling the open position. Precious Grundy from the Lima News has expressed a slight interest but has questions on the role.

Downtown Lima, Inc. has a new Director, ACRTA has not met with her yet.

AAA3 held their FACTS Coalition meeting last month and have finished the Coordinated Plan for ODOT. The next meeting will be held in August.

8. RPC Updates

The TDP (Transportation Development Plan) was finalized. The CDC (Community Development Committee) will be using one of the trolleys on July 18th to tour Downtown Lima. They will be learning about improvement efforts, how government, nonprofit and private entities work together, organized planning, and how to be more civic minded. John Heaphy, Rob Nelson, Bart Mills and Karen Garland will all be speaking. Ms. Phillips expressed thanks for the use of the trolley for the upcoming event.

9. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Taylor seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:39 p.m.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Robert Moening
Robert Moening, ACRTA Board President