



Allen County Regional Transit Authority
Board of Trustees Meeting
November 12, 2024

The Allen County Regional Transit Authority Board of Trustees met on **November 12, 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
Joan Davis
Precious Grundy

STAFF: Brian Wildermuth, Executive Director - Operations
Teresa Brown, Secretary/Treasurer

ABSENT: Brad Taylor

CONTRACTORS: None

CITIZENS: Craig Kelly, The Lima News

LACRPC: Rebecca Phillips, Finance Director

Minutes:

- 1. Roll Call**
Mr. Moening called the meeting to order at approximately 12:12 p.m. as the Board was waiting on Mr. Wildermuth to join the meeting. Ms. Brown took roll call. A quorum of the Board was present.
- 2. Approval of Agenda**
Mr. Schroeder made a motion to approve the revised agenda. Mr. Cockerell seconded the motion. The motion carried unanimously.
- 3. Approval of Previous Minutes**
Mr. Cockerell made a motion to approve the October 8th Board Meeting Minutes. Ms. Davis seconded the motion. The motion carried unanimously.
- 4. Citizens Comments**
None
- 5. Secretary/Treasurer's Report**
Ms. Brown presented September's financials, including a summary of profit and loss, YTD comparison to budget, detailed profit and loss prior year comparison, 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 continued net gain for the YTD.

Mr. Cockerell 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 2,137 from last month and up 530 from the same time last year. Ridership increased across all modes. November and December numbers are typically lower due to the holidays, but the overall numbers should still end up being slightly higher than 2023's.

The construction company is running behind, so the concrete tear out has still not started. Hume has said they would not be able to start until the end of this week or the beginning of next week. JF Petroleum said it will take 10 days to three weeks to get the tank removed and the new one installed, if there are no issues such as soil contamination. If the tear out is put off until next spring, there could be a potential price increase in the pumps and tank. If the concrete is torn out now and it gets too cold to pour new concrete, there would be no way to fill and use the tank so we would be buying fuel from the Allen County Engineer's office for a long time.

The canopy and the concrete around the Transfer Station island will be repaired and replaced next year. The city of Lima is doing work on Central next summer and the work here will be coordinated with that. While the access to the lot is cut off the buses will use the city parking lot behind the island for pull in. The generator project for the Administration Building and the Transfer Station will be timed out to occur then also while the concrete is torn out.

On November 6th the Daughters of the American Revolution were here to unveil the restored plaque from the garage. Mayor Smith and Commissioner Noonan both spoke in addition to the representatives from DAR. The ceremony was very nicely done.

- a. Ms. Davis was sworn in for a new three-year term commencing from November 21, 2024, to November 20, 2027.
- b. The proposed 2025 Budget was sent in the Board packet. Ms. Davis made a motion to approve the 2025 Budget as presented. Ms. Grundy seconded the motion. The motion carried unanimously.
- c. An updated Administrative Pay Scale was sent in the Board packet. The starting range on some of the salaried positions needs to be raised as the federal minimum exempt salary increases to \$58,656 in January of 2025. The Administrative Pay Scale was tabled until December's Board Meeting.
- d. Mr. Cockerell made a motion to approve Resolution 24-3, authorizing the purchase of a Maintenance/Crane Truck. Mr. Schroeder seconded the motion. The motion carried unanimously.
- e. Mr. Schroeder made a motion to approve Resolution 24-4, authorizing the application for ODOT SFY25 grants. Ms. Davis seconded the motion. The motion carried unanimously.
- f. Mr. Cockerell made a motion to approve Resolution 24-5, authorizing the application for ODOT SFY26 grants. Ms. Grundy seconded the motion. The motion carried unanimously.

7. Discussion Items

Mr. Schroeder asked if the Board should make a motion to approve delaying the concrete tear-out and replacement until next year. Mr. Cockerell made a motion to approve delaying the concrete tear-out, tank removal and resetting, and new concrete pouring until spring, weather permitting. Ms. Grundy seconded the motion. The motion carried unanimously.

8. RPC Updates

LACRPC posted the Executive Director position, the posting expires this Friday. There have been several candidates and interviews will start next week. A draft 2026-2029 TIP was handed out to the Board. It still needs to go through the public participation process and the final will be sent to ODOT. There is \$570,000 in CMAQ funds set aside for ACRTA for a large bus replacement. In this TIP and the 2024-2027 TIP there are some improvements for sidewalks and signalization. In 2028 there is more funding for another large transit vehicle.

9. Executive Session

Mr. Cockerell made a motion to move to Executive Session to consider the investigation of charges or complaints against a public employee. Mr. Schroeder seconded the motion.

Roll Call vote: Mr. Schroeder – yes, Mr. Cockerell – yes, Mr. Moening – yes, Ms. Davis – yes, Ms. Grundy – yes.

Ms. Brown, Mr. Wildermuth, Ms. Phillips and Mr. Kelly left the meeting at approximately 1:05 p.m.

The meeting was back on record at approximately 1:22 p.m. Mr. Wildermuth and Ms. Brown returned to the meeting. No action was taken at this time.

10. Adjourn

Mr. Cockerell made a motion to adjourn. Ms. Davis seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 1:25 p.m.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Robert Moening
Robert Moening, ACRTA Board President