



Allen County Regional Transit Authority
Board of Trustees Meeting
March 11, 2025

The Allen County Regional Transit Authority Board of Trustees met on **March 11, 2025 @ 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
Daniel Kimmet
Precious Grundy
Brad Taylor

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

CONTRACTORS: None

ABSENT: Richard Schroeder

LACRPC: Rebecca Phillips, Executive 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. Cockerell made a motion to approve the agenda. Ms. Grundy seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Cockerell made a motion to approve the February 4th Board Meeting Minutes. Mr. Kimmet seconded the motion. The motion carried unanimously.

4. Citizens Comments

None

5. Secretary/Treasurer's Report

Ms. Brown presented January'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 net gain for the YTD.

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 up 17 rides from last month and down 593 from the same time last year. The Locos have already contacted ACRTA about doing the away game transportation this summer.

The garage is coming along, the outside is predominately done except the concrete. Next Thursday we should get confirmation on if the concrete will be torn out the first week of April. The fuel company is still set to come at the end of the first week of April.

The bid opening for the service truck was held on the 28th. A truck has been selected, and the winning bidder was notified.

ACRTA talked with a company named Paychex and will be moving forward working with them around the beginning of April. It will streamline/simplify our payroll process and has some HR benefits as well. Orientation will be done mostly self-directed on the computer. Paychex will consolidate our time clocks, scheduling, payroll, vacation requests, training, etc. Our local payroll representative will be out of Middletown. We are not sure where the HR representative will be from, but they will be in Ohio.

The flooring quote is for the existing garage floor. The funding will come out of an existing grant for Facility Renovations that still has \$227,600 on it. There will be an almost brand-new facility when all the work is completed, there is new insulation, new wiring, new breaker box, the generator will be installed, and the framework and wiring for the bus wash is almost finished. The flooring company should be in to do the flooring in the new section in two weeks. The main section of the garage will have heavy duty flooring installed since that is where the big buses will be.

Mr. Cockerell made a motion to accept the flooring proposal. Ms. Grundy seconded the motion. The motion carried unanimously.

The updated ACRTA Policy and Procedures Manual was provided with the Board Packets. The updates are highlighted, any language being removed has a line through it. Highlighted sections were added due to laws being changed or items added that were not approved. Once approved, the lined areas and highlighting will be removed. The Board tabled the approval of the Manual for the April Board Meeting.

7. Discussion Items

An OCRC case has been dismissed again. A previous employee had filed a complaint after being dismissed by the NAACP due to no case being found. The case was filed with OCRC as discrimination, then age, then disability and has been dismissed every time.

8. RPC Updates

Megan Kinnear has been working with Brian and Teresa and finding additional opportunities for collaboration. Ms. Kinnear has taken over posting on the ACRTA Facebook page and has made "How to Ride" videos that have been recorded in English, Spanish, and Haitian Creole. The videos are on LACRPC's website, ACRTA's website, and ACRTA's Facebook page. There are complementary brochures and posters available in all three languages also. On April 1st the TIP Open House will be held in the ACRTA conference room. Ms. Kinnear is working with ACRTA on producing an Annual Report for 2024.

AAA3 has hired a Mobility Navigator, Amber Jones. She is familiar with the southern counties the agency serves. The FACTS Coalition meeting was held last week, and the next one is in June.

9. Executive Session

None needed.

10. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Taylor seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:28 p.m.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Robert Moening
Robert Moening, ACRTA Board President