

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. DeWitt 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 1,200 rides from last month and down 2,288 from the same time last year. There are many factors in the decrease in ridership.

The proposals for the concrete and generators at the Transfer Station are being collected. They are actually coming in slightly lower than the last time quotes were solicited.

The chosen bus stop design was sent to the city engineer. There is no date yet for when they will be installed. The city will take care of getting them installed in city limits but the villages, townships, and private entities that currently have signs will need approached about the new signs and pole placement.

The canopy for the new fuel pumps has three different options. Option one would be the most expensive as it would come off the garage so would require a fire suppression system in the main building. This option may also require either another water line or a "boost" for the existing line. This could probably not be done while the road is still torn up if needed. The second option would be to get rid of the tower the radio antenna may be on so the canopy can be away from the building. The third option would be to move the tower. The antenna may be on top of the garage already, Radio Hospital is supposed to be confirming that.

Mr. Kimmet made a motion to approve option #2, getting rid of the tower. Ms. Grundy seconded the motion. The motion carried unanimously.

The Certifications & Assurances for all Federal grants need to be "pinned" in the TrAMS system FTA uses for grants. Mr. Wildermuth needs to be named the Official in TrAMS to do so, and FTA has provided a Designation of Authority letter to place on company letterhead, sign and submit.

Ms. Grundy made a motion to approve making Mr. Wildermuth the Official in TrAMS to pin the Certs & Assurances. Mr. Schroeder seconded the motion. The motion carried unanimously.

Since payroll is ran through Paychex now instead of QuickBooks, the payroll subscription can be dropped. When Ms. Brown went to do so, Intuit would not allow her as Shelley Gould, a previous Finance Director who retired in 2014, was still listed as the Primary Administrator. Through an online chat with Intuit, it was discovered there needs to be board of trustees meeting minutes showing who the new Primary Administrator should be.

Mr. Schroeder made a motion to approve making Ms. Brown the Primary Administrator on the Intuit QuickBooks account. Mr. Kimmet seconded the motion. The motion carried unanimously.

The Annual Report was put together with a lot of help from Megan at LACPRC. The professional printed version was provided to the meeting attendees.

7. Discussion Items

None.

8. RPC Updates

Megan Kinnear has been doing many promotions for ACRTA with the social media posts and handing out route brochures at events she is at around town. The façade on the front of LACRPC's building is getting renovated soon. LACRPC is looking for a new Civil Engineer as Adam Haunhorst tendered his resignation due to moving to Delphos for a position as the Safety Services Director there.

AAA3 is promoting Elder Abuse Awareness Month. If you see something say something, suspected abuse cases can be called into AAA3 at their offices. The FACTS Coalition meeting will be held 6/11/2025 at 10:30 am. There is a fund-raising event from 4 pm – 9 pm at Raising Cane's that will benefit the Silver Birch Foundation.

Executive Session

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

Roll Call vote: Mr. Schroeder – yes, Ms. Grundy – yes, Mr. Cockerell – yes, Mr. Kimmet – yes, Mr. DeWitt – yes.

Mr. Wildermuth, Ms. Brown, Ms. Phillips and Ms. Unverferth left the meeting at approximately 12:34.

Roll Call to return: Mr. Schroeder – yes, Mr. Cockerell – yes, Mr. Kimmet – yes, Mr. DeWitt – yes.

The meeting was back on record at approximately 1:43 p.m. Ms. Grundy left right before the return from Executive Session. Ms. Brown and Mr. Wildermuth returned to the meeting. No action was taken at this time.

9. Adjourn

Mr. Kimmet made a motion to adjourn. Mr. DeWitt seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 1:44 p.m.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Robert Moening
Robert Moening, ACRTA Board President