



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

The Allen County Regional Transit Authority Board of Trustees met on **November 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 **STAFF:** Brian Wildermuth, Executive Director - Operations

Scott Cockerell, Vice President

Richard Schroeder

Daniel Kimmel

Brad Taylor

Jack DeWitt

Teresa Brown, Secretary/Treasurer

Steven Cook, Administrative Assistant

CONTRACTORS: None

LACRPC: None

ABSENT: Precious Payne

CITIZENS: None

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 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 14, 2025, Board Meeting Minutes. Mr. Schroeder 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 net gain for the YTD.

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

6. Action Items and ED Report

The 2026 budget was sent out with the Board Packet, with the updated bonus plan built in under Labor & Fringes. Mr. Cockerell made a motion to approve the 2026 Budget. Mr. Taylor seconded the motion. The motion carried unanimously.

An Employee Wellness Benefit Plan was submitted for consideration. The plan entitles full-time employees reimbursement for certain healthy living expenses spelled out in the plan, up to \$500 per year. Mr. Cockerell made a motion to approve the Employee Wellness Benefit Plan. Mr. Kimmet seconded the motion. The motion carried unanimously.

Updates to the ACRTA Policy and Procedure Manual were presented. Two of the updates were to comply with Technical Bulletins issued by the Ohio Auditor of State's office, the rest were updating wording in the manual. All changes were made by Clemans-Nelson after meeting with staff. Mr. Schroeder made a motion to approve the Manual changes. Mr. Cockerell seconded the motion. The motion carried unanimously.

Also included in the Board Packet was an updated pay scale raising pay 2% across the board beginning with the first payroll earned in 2026. There was also a change added for dispatchers that get their CDL, a \$1.00/hour premium will be added to their pay. Sections of the pay scale have not been updated since the first inception in 2021. Mr. Taylor made a motion to approve the 2026 Pay Scale. Mr. DeWitt seconded the motion. The motion carried unanimously.

The scheduled tour of the bus garage was tabled until December's meeting due to time constraints.

Ridership was up 2,198 rides from last month and up 2 from the same time last year. Area schools were the biggest jump, and this is a little ahead when there is normally a rise in the number of children riding.

Two drivers were nominated for the Safe Community Awards and one was selected for the award. They had the same amount of accident free years and months but the one selected is full time and the other driver is part time so the full time driver has more hours behind the wheel.

The Medicaid contract was renewed for four more years.

Mr. Wildermuth was asked to join a stakeholder meeting in the City of Lima and in partnership with Fifth Third Bank that focuses on energy and infrastructure strategies to support Lima's long-term economic development goals. They have had one meeting so far and more will be scheduled soon.

Last month we got the approval from the Board to move ahead with trying to purchase two 30' 2020 Gillig buses from Springfield (SCAT) through GovDeals.com. Mr. Wildermuth went to Springfield a second time and is now interested in two additional buses, a 30' 2004 Gillig and a 30' 2018 Gillig. The mechanic at Springfield said any bus we purchase will have any related equipment and parts loaded on it.

Next week there will be a number of staff and Board Members at the OPTA conference for good, free training and networking with ODOT and FTA staff.

The inside of the garage is almost done other than some touch up work and fixing a low spot. The main garage area is semi-accessible, since the outside is still torn up. Concrete should be poured soon, and the poles for the canopy will be in and concreted this week. Next week they should be doing concrete around the tanks. JF is here doing the wires and capping them. The plan is to be up and running beginning/mid-December.

Angel Lee, our ODOT representative, postponed her on site visit to December 11th.

There was a meeting with the Van Wert County Commissioners on October 28th, and they are also supportive of the expansion. The job fair in Van Wert went well and three employees were hired.

Mr. Schroeder made a motion to amend the motion from October's Board Meeting for the two Springfield bus purchases to cover the proposed buses wanted up to \$50,000 each. Mr. Taylor seconded the motion. The motion carried unanimously.

Mr. Cook showed a power point presentation detailing the progress of the garage project and the Transfer Station island.

7. Discussion Items

None.

8. RPC Updates

LACRPC was closed for the Veteran's Day holiday. Megan continues to promote ACRTA in the community and post the majority of the social media updates. There is a meeting scheduled for next Monday the 17th to discuss the direction for next year's planning.

9. Executive Session

Mr. Moening made a motion to move to Executive Session for the investigation of charges or complaints against a public employee. Mr. Taylor seconded the motion.

Roll Call vote: Mr. Schroeder – yes, Mr. Cockerell – yes, Mr. Moening – yes, Mr. Taylor – yes, Mr. Kimmet – yes, Mr. DeWitt – yes.

Mr. Cook left the meeting at approximately 12:43 p.m.

Roll call to return: Mr. Schroeder – yes, Mr. Cockerell – yes, Mr. Moening – yes, Mr. Taylor – yes, Mr. Kimmet – yes, Mr. DeWitt – yes.

The meeting was back on record at approximately 12:53 p.m. Mr. Taylor made a motion to authorize the Board President and/or legal counsel to execute the attached term sheet following mediation. The term sheet is expressly contingent upon the dismissal of both a pending OCRC Charge of Discrimination and

an OCRC Administrative Complaint. Mr. Schroeder seconded the motion. The motion carried unanimously.

10. Adjourn

Mr. Cockerell made a motion to adjourn. Mr. Taylor seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:54 p.m.

Submitted: Teresa Brown
Teresa Brown, Secretary/Treasurer

Approved: Robert Moening
Robert Moening, ACRTA Board President
Scott Cockerell, Interim Board President