



Allen County Regional Transit Authority
Board of Trustees Meeting
February 10, 2026

The Allen County Regional Transit Authority Board of Trustees met on **February 10, 2026 @ 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. Kimmet, ACRTA Board President, conducted the meeting.

PRESENT: Daniel Kimmet, Board President STAFF: Brian Wildermuth, Executive Director - Operations
Precious Payne Teresa Brown, Secretary/Treasurer
Madelyn Downing
Brad Taylor
Jack DeWitt
Jacob Rigali

CONTRACTORS: None

ABSENT: Richard Schroeder

LACRPC: Rebecca Phillips, Executive Director

CITIZENS: None

Minutes:

1. Roll Call

Mr. Kimmet 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. Taylor made a motion to approve the agenda. Mrs. Payne seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Taylor made a motion to approve the January 6, 2026, Board Meeting Minutes. Mr. DeWitt seconded the motion. The motion carried unanimously.

4. Citizens Comments

None.

5. RPC Updates

Megan Kinnear, the Public Outreach Planner, has been working with the ACRTA on Trolley use ideas, marketing efforts in Allen County, and marketing the Van Wert expansion.

6. Secretary/Treasurer's Report

Ms. Brown presented December'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. The numbers are not final as there will be year-end adjustments made.

Mrs. Payne made a motion to accept the Secretary/Treasurer's report. Ms. Downing seconded the motion. The motion carried unanimously.

7. Action Items and ED Report

December's ridership was 16,765. This was down from the month before and up 140 from that time the previous year. 2025's total ridership was 214,791, which was down by 11,063 from 2024, but 2024 was our best year of ridership since at least 2018.

January's ridership was down 1,447 from December and down 1,312 from the same time last year. January had two holidays where schools and businesses were closed, and a major snowstorm that closed schools for an additional three days, and businesses for one - two days. The fixed route buses did not run at all the day of the Level Three in Allen County, and Demand Response did not start until the Level Three was lifted.

Van Wert started on 1/19/2026 and had a very strong response. 42 of the 101 Microtransit trips from January were from Van Wert and there were two Demand Response trips. There have been 80 trips in Van Wert already in February. A few businesses have reached out to see how ACRTA can help them with transportation and meetings are being scheduled with them

There are several job fairs coming up that ACRTA will be set up at. There is one in Van Wert on April 1st and the one at UNOH is coming up in March or April, plus JFS holds one at the UNOH event center around April or May. Open positions include drivers, mechanics, service technicians, and a Human Resource Manager.

A meeting was held with Cricket Rodriguez from Downtown Lima Inc. and Megan from LACRPC on ideas for the Lima Loop for the 2026 season. It will be moved to Friday evenings, running from 5:20 pm to 9:15 pm as this was determined to be the time with the most foot traffic downtown, and riders would still be able to use fixed routes/Microtransit if they needed a ride home. Third Thursdays through Downtown Lima Inc. will utilize the trolley again from May through September.

Fuel will be ordered for the new tanks this week. JF Petroleum is doing their testing on the equipment Monday and will be scheduling external inspections for later next week.

Jacob Rigali was sworn in for an unfinished term from January 15, 2026, to November 16, 2028.

Madelyn Downing was sworn in for an unfinished term from January 22, 2026, to January 18, 2027.

Mr. Rigali made a motion to appoint Mr. Wildermuth to the Transportation Coordinating Committee (TCC) for the 2026 calendar year. It is to be added to the annual meeting agenda to appoint the

representative to the committee on a yearly basis going forward. Ms. Downing seconded the motion. The motion carried unanimously.

Mrs. Payne made a motion to approve the change in the ACRTA Policy and Procedure Manual to move the weekly payroll day to Thursday on the first payroll falling in March. Mr. Taylor seconded the motion. The motion carried unanimously.

All Board Members in attendance signed the yearly Board Policy B-02, Conflict of Interest Policy.

The Cybrbase proposal through OTRP was discussed, which would cover all the requirements of the Ohio Revised Code § 9.64 Cybersecurity Program Compliance. The cost for initial set up and one year of the online dashboard access is \$25,000. Mr. Taylor made a motion to approve the Cybrbase proposal. Mr. Rigali seconded the motion. The motion carried unanimously.

The Board Bylaws were discussed. The Bylaws are the rules set by the Board through which the Board conducts their business.

The Board Members were given their new email addresses through ACRTA. Mr. Rigali's last name was spelled incorrectly and will be fixed.

8. Discussion Items

ACRTA is to issue a check in the amount of \$9365.30 for past benefits earned by an employee and the Board will have some required training. \$275,000 has been paid out by OTRP and ACRTA will be invoiced for \$100,000 of it from OTRP. Mr. Kimmet signed the DocuSign from OTRP. Any personal possessions of the employee are to be boxed up by two people and the items documented with a copy placed in the box(es), and the box(es) are to be mailed.

9. Adjourn

Mr. Taylor made a motion to adjourn. Ms. Downing seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 1:02 p.m.

Submitted: 
Teresa Brown, Secretary/Treasurer

Approved: 
Daniel Kimmet, ACRTA Board President