

RCTB RICHLAND COUNTY TRANSIT BOARD

19 N. Main St. Mansfield, Ohio 44902 419-774-5684 fax 419-774-5685

MINUTES OF the October 12, 2022 RCT Board meeting

PRESENT:

Board: Scott Heimann, Donna Hight, Clint Knight, Carl Neutzling, Ed Pickens, Crystal Weese, Nicole Williams

RCRPC staff: Dave Gentile, Jean Taddie

First Transit (via Zoom): Tara Burchett, Chris Terry

Guests: Christy Campoll, Project Manager, RLS & Associates; Carl Hunnel, reporter, Richland Source

Call to Order

Chairman Clint Knight called the meeting to order at 8:30 a.m.

Recommended Actions

1. Routine Matters – CONSENT AGENDA

The September Bills to Pay, Minutes from the September RCTB meeting, September TMR and RCTB financial reports, GM report, status of grant programs, ridership reports and an advertising update were provided in advance for review.

Clint asked for call outs or questions. Jean Taddie noted the wage splits that TMR has been reporting are under review, and she will schedule a meeting with the operations management team.

RCTB grant funds report shows the new award for window replacements at the bus admin/garage totaling \$31,820 @ 100% Federal funding. There is roughly \$35,000 of unallocated funding for the ODOT Rides to Community Immunity (RCI) grant. The RCI grant will be discussed further at the November meeting. The ODOT Elderly & Disabled grant payment that was awarded and booked in Jan. 2022 is still not paid. After follow up, ODOT stated they will probably double up the payment with this year's E&D grant.

CARES funding, which required no match, has been spent, and this grant will be closed. The ARPA grant is ready for submission once TrAMS reopens in Nov. This will cover fixed route operating expenses (which usually require 50% match) at 100% for the next 3-4 months. Next year's operating funds will be combined in a grant with all the capital projects.

Ed Pickens made a motion to approve the consent agenda. Scott Heimann seconded the motion. With no further discussion, the motion carried.

Old Business

Chris is still working with TransLoc on AVL issues, such as the bus routes changing for unknown reasons. We are still not getting usable reports.

The procurement summary was provided in advance for review. The Board discussed the option to procure the replacement windows without the use of a formal RFP, in accordance with RCTB policy and O.R.C. The project would still be advertised and competitive bids sought.

Nicole Williams made a motion to approve the purchase of windows without a formal RFP. Donna Hight seconded the motion. With no further discussion, the motion carried.

A revised Transit Asset Management plan was provided in advance for review. More capital projects were added to the priorities for asset replacement.

Nicole Williams made a motion to approve the revised Transit Asset Management plan. Donna Hight seconded the motion. With no further discussion, the motion carried.

New Business

RCTB’s Transit Development Plan Project Manager, Christy Campoll, presented slides and held a discussion about the TDP goals, work phases and timeline. Some of the topics brought up during the discussion were service to rural parts of Richland County, better ability to address community events, better campus connectivity, and regional connections.

RCTB’s TDP committee (Clint, Nicole, Crystal, Jotika and Jean) will become the TDP Steering Committee, which will also add Donna Hight, Dave Gentile, Chris Terry and Tara Burchett. RLS will invite an Oversight Committee, to include officials/staff from partnering organizations as well as RCT passengers. Christy gave an overview of the project bus, and the bus wrap.

Proposals for spending the Rides to Community Immunity grant from ODOT were presented in advance for review, along with a press release about the Fare-FREE week. The RCI has roughly \$35,000 unspent, which is due to expire 12/31/22. Proposed projects include driver barriers for 7 cutaway buses, which should be under \$3,000 each, on top of the upcoming fare replacement for the Nov. 7-11 Fare-FREE week.

Nicole Williams made a motion to approve the purchase of driver shields as a small purchase up to \$21,000. Scott Heimann seconded the motion. With no further discussion, the motion carried.

The board discussed the option of hosting Saturday service on December 3, 10, 17. The board asked if we could use RCI funding to support making these Fare-FREE Saturdays in December, and possibly advertising for same. Jean will check with ODOT on that.

Carl Neutzling made a motion to approve the proposal to offer Saturday service on Dec. 3, 10, and 17. Ed Pickens seconded the motion. With no further discussion, the motion carried.

Regional Planning is seeking an RCTB member to continue serving as an At-Large member of the Richland County Regional Planning Commission. Ed Pickens has been serving in this role, and he was nominated to continue for 2023.

Nicole Williams made a motion to nominate Ed Pickens as the RCTB representative to the RCRPC At-Large seat. Scott Heimann seconded the motion. With no further discussion, the motion carried.

The operations team had previously requested approval of \$4,280 for the repair of Gray lifts, which was granted on an emergency basis. The matter needs official approval.

Ed Pickens made a motion to approve the Gray lift repair. Donna Hight seconded the motion. With no further discussion, the motion carried.

Other Business from the Floor

There was no other business from the floor.

Executive Session (if necessary)

There was no executive session.

Adjourn

There being no further business, Scott Heimann made a motion to adjourn. Crystal Davis-Weese seconded the motion. With no further discussion, the motion carried.

The meeting adjourned at 9:34 a.m.

Next Meeting

The next regular monthly meeting is scheduled for Thursday, November 10 @ 8:30am.

October 12, 2022
Richland County Transit Board

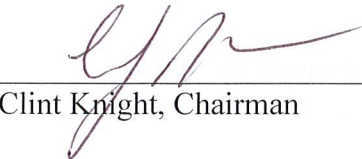


Scott Heimann, Secretary

11-10-2022

Date

The undersigned duly qualified and acting chairman of the Richland County Transit Board certifies that the foregoing is a true and correct copy of the minutes, approved at a legally convened meeting of the Board, of the RCTB meeting held on October 12, 2022.



Clint Knight, Chairman

11/10/22

Date