

RCTB RICHLAND COUNTY TRANSIT BOARD

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

MINUTES of the June 12, 2024 RCT Board meeting

PRESENT:

Board: Scott Heimann, Ed Pickens, Todd Blankenship, Donna Hight
Crystal Davis-Weese, Carl Neutzling, Trae Turner
Regional Planning: Jean Taddie, Carol Coovert, Jotika Shetty
Transdev/First Transit: Tara Burchett, Chris Terry

Call to Order

Chairman Scott Heimann called the meeting to order at 8:31 a.m.

Recommended Actions: Routine Matters – CONSENT AGENDA

The May RCTB meeting minutes, bills to pay, TMR and RCTB financial reports, GM report, status of grant programs, ridership and advertising reports were provided in advance for review.

Jean noted that in the grant update report we are getting a grant from Mansfield CDBG for \$42,780.86. Also, an additional column was added on the ridership report showing riders per hour. We added this information based on a recommendation from RLS. This month it looks like Lexington Avenue was the most traveled route.

Crystal Davis-Weese made a motion to approve the consent agenda. Ed Pickens seconded the motion. With no further discussion, the motion to approve the consent agenda carried.

Old Business

Final Friday pilot update: May service summary – one thing we noted was that one person made a reservation but 7 people showed up, so we are figuring out how to track this information. We had 21 rider trips and 4 no-shows. We feel like the next event will be busier. We had a lot of people stop and get more information at our table. DMI will have 500 courtesy cards available next time for patrons. Jean noted that it is helpful on social media to share the posts to your friends to pass the word out.

Possible grant contract language: We have been approved for the grant from Richland County Foundation, but its contingent on two conditions, the first being an indemnification clause and the clause is enforceable. The other condition is to provide a certificate of insurance, which is no problem. The indemnification clause is an issue with our attorney, who advised the Ohio Attorney General rules indicate the indemnification clause is unenforceable and we should try to get the language changed. However, this is the standard language for the Richland County Foundation grants that do not want to change. The Ohio Attorney General has advised against retaining an indemnification clause. So it's most likely that we will not be able to get the grant from RCF.

Procurement updates: When we met with ETA transit this week, we discovered they are not doing the integration with Google and Apple, we have to do it. So, there will also be a problem with the indemnification clause for this project. To use the Google and the Apple mapping

functions, we will need to sign a contract with both of them. Scott suggested checking with other transit agencies to see how they are handling this problem. Jean will check with our small urban coordinator to see if she can find out more information on this.

ETA Transit is on site this week installing equipment on the buses and doing training with the RCT staff. The report training will be done in a couple of weeks.

Equalis “Master Intergovernmental Cooperative Purchasing Agreement”: This is an option we can use to handle our RFP’s and cooperative purchasing, similar to a state contract. They have already done the procurement and the competitive bidding process. We can become a member of this inter-governmental organization for no cost. Equalis makes their money off of the contracting end, they get a commission. We would need to sign this master agreement to work with them. Legal has already approved this for the county. We are good for state law, but we need to make sure we are ok for the FTA. Two lawyers reviewed the FTA circulars and they are not sure, but they think it is ok. We are going to do one more check with another transit agency using it, and confirm there have a good Davis Bacon record. They would be able to do the roof project as well as the windows and painting for us.

Ed Pickens made a motion for the board to approve joining the Master Intergovernmental Cooperative Purchasing Agreement through Equalis, contingent upon final legal approval and compliance with Davis-Bacon. Trae Turner seconded the motion. With no further discussion, the motion was approved.

Contract addendum added for HVAC Engineering – there are huge units need to go in the ceiling in the garage area and new holes need to be cut in the floor of the mezzanine. Back in April we asked the engineer to look at this. They need to go to another contractor for their opinion on this. The added cost will be \$4,900. There was discussion that maybe this should have been included in original quote and that the engineer should have planned for this added engineering. The board has asked Jean to contact Wright Engineering and find out why this was not included in their original proposal and work plans.

Workforce transportation grants & forums: We have not heard back yet from the MATI Grant. We are moving forward with the State grant. We did pick up some new letters of support from our community partners at the JFS forum.

Branding: Nothing new to report on re-branding. We will discuss this further in the future.

FTA Triennial Review: We received another request from them for more information about the original documents that we sent them. The review is still scheduled for July 9-10, but we have not received a meeting schedule/agenda from the FTA yet. The board does not normally attend these reviews but you will receive a report after it is completed.

Local funding update: Jean, Scott and Jotika met with Commissioner Tony Vero regarding tax levy options. Neither a property tax nor a sales tax levy are options at his time. There is an option to split a sales tax levy as part transit and part roads. Tony said a levy may be an option closer to 2027. We can’t use transit resources to push for partisan legislation so it would have to be all

volunteer time and money. We will continue to keep this as an option for the future. Jean will also talk to the state about possible rural funding.

Bus wash brush purchase update: Tara has been working on getting quotes for the bus wash brush replacement. The fastest response came back from a local company, NPE/Carwash Superstore on Hickory Lane. Their quote is \$19,577.50. Another company, Anglin Equipment offered a lower quote back in 2023 but it took them two months to respond with an updated quote and the date was incorrect. We asked for quote with correct dates and they have not responded yet. The third company, Ohio Car Wash said they would provide a quote, and after several follow up calls they said they could not quote us at this time. Chris and Tara would prefer to use NPE because of their timely service when they have helped us in the past.

Donna Hight made a motion for the board to approve the quote from NPE Carwash/Superstore. Trae Turner seconded the motion. With no further discussion, the motion was approved.

New Business

Free PEP property appraisal: PEP is offering the new free option to its members. They will come in and check our buildings and make sure we are insured for the correct amount. The board agreed that they would like to do this.

Pioneer demand response contract: This is the same Demand Response service we are offered during 2023-24. The Campus shuttle goes from transit center to the OSU/NCSC campus where students transfer to/from a Pioneer bus. They are paying fully allocated cost for this service.

Crystal Hight made a motion to approve the Pioneer contract for the 2024-2025 school year. Donna Hight seconded the motion. With no further discussion, the motion was approved.

Executive Session

There was no executive session.

Other Business from the Floor

A storm blew down two of the panels from awning at the Transit Center. Our deductible is \$5,000. We received a quote from Purdy for \$3,350 to replace panels with a wrapped RCT logo.

Trae Turner made a motion to approve the replacement for the awning at the Transit Center. Ed Pickens seconded the motion. With no further discussion, the motion was approved.

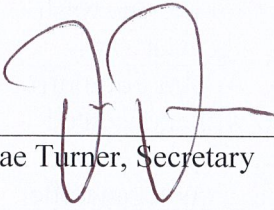
Adjourn

There being no further business, Crystal Davis-Wees made a motion to adjourn. Donna Hight seconded the motion. With no further discussion, the motion carried.

The meeting adjourned at 9:47 a.m.

Next Meeting

The next RCTB meeting is Monday, July 15 at 3:00 p.m.

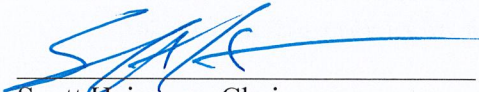


Trae Turner, Secretary

7-15-2024

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 June 12, 2024.



Scott Heimann, Chairman

7-15-2024

Date