

RCTB RICHLAND COUNTY TRANSIT BOARD

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

MINUTES OF the May 11, 2022 RCT Board meeting

PRESENT:

Board: Scott Heimann, Clint Knight, Ed Pickens, Crystal Weese (in person) and Donna Hight (Via Zoom)

RCRPC staff: Terri Kiser, Jean Taddie

First Transit: Tara Burchett, Chris Terry

ABSENT: Carl Neutzling, Nicole Williams

Call to Order

Chairman Clint Knight called the meeting to order at 8:32 a.m.

Recommended Actions

1. Routine Matters – CONSENT AGENDA

The Bills to Pay, Minutes from the April 13 and 26 RCTB meetings, April TMR and RCTB financial reports, GM and ridership reports, status of grant programs, and an advertising update were provided in advance for review.

Clint Knight asked for call outs or questions. Jean noted that starting in April, Dave Gentile from Richland County Regional Planning will be preparing the monthly board ridership summary, as well as annual reporting data.

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

Old Business

During the discussion of board committees, Clint asked for volunteers to fill the two open standing committees. Crystal Weese, Donna Hight and Nicole Williams were nominated for the Agency and Public Relations Committee. Ed Pickens, Crystal Weese and Carl Neutzling were nominated for the Operations and Safety Committee.

Crystal Weese made a motion to approve the Agency/PR and Operations/Safety committee nominations. Scott Heimann seconded the motion. With no further discussion, the motion carried.

In follow up to RCTB's meeting with TransLoc Vice President of Client Experience, TJ Letourneau, we were expecting a response to our requests by May 10. Nothing was received as of meeting time. The board requested Jean to reach out to the FTA and the Richland County Prosecutor's Office for guidance. The matter was referred to the Operations and Safety Committee.

During the Inkarceration discussion, Clint noted that the event organizer is talking with another organization that can offer better pricing. They want to continue the conversation about a possible partnership next year. The matter was referred to the Agency and PR Committee.

A report of upcoming procurements and major purchases was provided in advance for board review.

The slate of 2022 procurements include tires (completed), 3 cutaway buses (under contract), TDP consulting (final review), insurance (in process), plus 10 more to go. Since 2008, the most procurements that RCTB managed in one year was 4.

Regional planning is providing help on procurement projects: Jotika Shetty is working with Jean on construction projects, and Dave Gentile is preparing the scope for the radio replacement.

New Business

The RCTB discussed the request for a major repair to bus #23, which is a 2010 model with 280,000+ miles. Chris and Tara discussed a \$12,430 estimate, which was provided in advance, from W.W. Williams in Hilliard to replace the transmission. The total amount may be subject to a \$150 discount. If we did not repair this, we would dispose #23 instead of #19. Since bus #19 is older (2007), with considerably more miles (380k+) and an electrical issue, the board decided to keep #23 and make the repair.

Ed Pickens made a motion to approve Bus #23's transmission repair. Scott Heimann seconded the motion. With no further discussion, the motion carried.

Information about Ohio BWC's discount for paying a whole year in advance was provided prior to the meeting. TMR would like to pay the \$53,463 in June, in order to receive a 2% discount, so they are requesting a \$53,463 advance in June.

Crystal Weese made a motion to approve the request for BWC advance. Ed Pickens seconded the motion. With no further discussion, the motion carried.

The Richland County CDBG Subrecipient Agreement was provided in advance for review. RCTB approval is required.

Scott Heimann made a motion to approve the Richland County CDBG Subrecipient Agreement. Ed Pickens seconded the motion. With no further discussion, the motion carried.

The notice of FTA 5339 Bus and Bus Facilities grant was shared for review in advance. RCTB received \$400,000 award of FTA Section 5339 funding at 100% federal, thanks to a Transit Development Credit. The funding will be used for HVAC system replacement at both the admin/maintenance facility and the transit center.

Jean is preparing an Ohio Transit Partnership Program (OTP2) grant application for window replacement at RCT's admin/maintenance facility.

The National Transportation Database (NTD) for reduced reporters like RCTB consists of 11 reports, which were shared in advance via Drive. The 2021 NTD reports on service data (passengers) and vehicle inventory (useful life) were also included with the board packet. Jean noted that 1 large bus is past the 14 year Useful Life Benchmark (#19, slated for disposal), and 2 cutaway buses are past their 10 year ULB (scheduled for replacement with cutaways under contract). However, since our 2019 vehicle revenue miles were higher than 2021, the FTA will utilize 2019's figures for the upcoming apportionment formulas.

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, Crystal Weese made a motion to adjourn. Ed Pickens seconded the motion. With no further discussion, the motion carried.

The meeting adjourned at 9:24 a.m.


Next Meeting

The next regular monthly meeting is scheduled for Monday, June 13 @ 3:00pm.

May 11, 2022
Richland County Transit Board

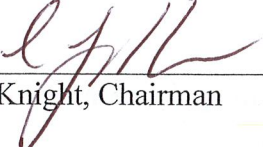


Scott Heimann, Secretary

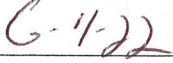


Date

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 May 11, 2022.



Clint Knight, Chairman



Date