

RCTB RICHLAND COUNTY TRANSIT BOARD

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

MINUTES of the April 13, 2026 RCT Board Meeting

PRESENT:

Board: Emily Adams, Todd Blankenship, Scott Heimann, Trae Turner, Crystal Davis-Weese, Donna Hight (virtually)

Absent: Ed Pickens

Regional Planning: Jean Taddie, Carol Coover, Jotika Shetty (virtually)

Transdev/First Transit: Chris Terry

Call to Order

Secretary Trae Turner called the meeting to order at 3:35 p.m.

Recommended Actions: Routine Matters – CONSENT AGENDA

The March 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 on the GM report we have 415 days of safety and no missed work. Bus #221, 223, and 224 are out of service and are on the request for disposal, which will be discussed later.

On the TMR financial report we are currently \$195,000 under budget as of the end of the first quarter.

In the grant report, the FTA grant amendment is in place and active. The FTA has released apportionment tables for FY 2026 but the Governor's apportionment has not been announced yet. Our apportionment announced by the FTA was around \$1,457,000, but that amount will change during the Governor's apportionment process.

Todd Blankenship made a motion to approve the consent agenda as presented with unanimous consent. Emily Adams seconded the motion. With no further discussion, the motion carried.

Old Business

Procurement updates:

Four new cutaway buses have been delivered. They have all been branded with our new logo. We still need to move the radios, cameras, ETA Spot, and fare boxes to get them ready for service. Jean suggested that we update the picture on our website with the new cutaway buses with the new logo.

Gillig bus production schedule – the first Gillig bus we ordered with the contract finalized last October isn't starting production until January 2027. The second one we just ordered in February will go into production in February of 2028.

MATI Phase 2 update:

We have two preview rides scheduled for April 14. These are open to the public to ride the new routes on Tuesday at 9:15 am and at 10:30 am. Chris will also be at the Transit Center for an open house from 6:00 – 8:00 am and 3:00 – 5:00 pm. We do have a final list of route times.

RCT Flex Deviated Fixed Route Policy – This policy is a match of FTA requirements and ADA requirements. We need to make sure we are compliant with both of these requirements. Christy from RLS & Associates also ran it by her compliance group. We did decide to keep this all flag stop to be consistent with our daytime routes. We will be charging an extra \$2.00 premium fare for the route deviation per trip.

Todd Blankenship made a motion with unanimous consent to approve the RCT Flex Deviated Fixed Route policy. Emily Adams seconded the motion. With no further discussion, the motion carried.

Final Friday:

Jean presented a budget for Final Friday service this year. It is a little less than last year's budget. This year our miscellaneous expenses are less since we are buying fewer yard signs and we don't need a new banner. We are using the same items from last year. Jean is going to meet with the Downtown Mansfield Improvement Board to ask for a sponsorship of \$10,000 once again like they did last year.

Emily Adams made a motion with unanimous consent to approve the 2026 Final Friday budget as presented. Trae Turner seconded the motion. With no further discussion, the motion carried.

New Business

Disposal of 4 buses that are beyond their service life – We would like to dispose of bus #205, #221, #223, and #224. We are required to have at least 150,000 miles and 5 years in order for the cutaway buses to be disposed and we are well over this requirement with these 4 buses. Buses 221, 223, and 224 need parts and we are no longer able to get parts for these buses because the maker went out of business. We are planning to sell these buses on GovDeals. Jean will need to check with our FTA rep to see exactly what he needs for us to sell these vehicles.

Emily Adams made a motion with unanimous consent to approve the disposal of buses 205, 221, 223, and 224 pending final FTA review, if needed. Todd Blankenship seconded the motion. With no further discussion, the motion carried.

Disposal of old equipment and office furniture – we have several old desks, filing cabinets, coin sorter, radios, and a lawn mower to be disposed. The desks are not in very good shape. The filing

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cabinets don't lock and they stick. We will try to sell the radios, lawn mowers, and coin sorter on GovDeals. We may try to give the desks to the county. Todd suggested selling the desks and filing cabinets as one lot and maybe a scrapper will come and get it. The board will give Jean and team discretion to dispose of items that have little or no value.

Crystal Davis Weese made a motion with unanimous consent to give Jean and the team discretion to dispose of items with little or no value and sell any remaining on GovDeals. Emily Adams seconded the motion. With no further discussion, the motion carried.

NTD Report: Ridership & Transit Asset Management (TAM) goals – We should reach our TAM goals. Two out of our three service vehicles are beyond their useful life but they are still working. We did get approval to replace one of the service trucks in 2027.

State fiscal audit: 2024 award; 2025 filing – We received another certificate from the Auditor of State's office for a clean audit in 2024. We are reviewing the accountant's reports for 2025, and the financial statements should be ready to review for the next board meeting.

Other Business from the Floor

There was no other business from the floor.

Executive Session

There was no executive session.

Adjourn

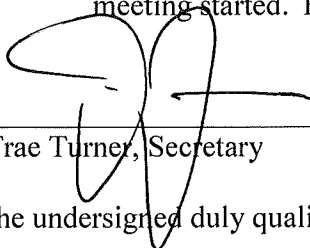
There being no further business, Emily Adams made a motion to adjourn with unanimous consent. Trae Turner seconded the motion. With no further discussion the motion carried.

The meeting adjourned at 4:20 p.m.

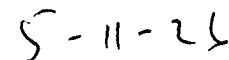
Next Meeting

The next RCTB meeting is Monday, May 11 at 3:30 p.m.

*Note: The RCT Board meeting was held in person, with an option to attend virtually in accordance with RCTB's virtual meetings policy. Community members could attend virtually by contacting retadmin@rcrpc.org to request the link at least 1 hour before the meeting started. Board members could attend virtually with 48 hours' notice.



Trae Turner, Secretary



Date

The undersigned duly qualified and acting chairman of the Richland County Transit Board

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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 Monday, April 13, 2026.



Scott Heimann, Chairman



Date