

RCTB RICHLAND COUNTY TRANSIT BOARD

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

MINUTES of the January 15, 2025 RCT Board annual meeting

PRESENT:

Board: Scott Heimann, Ed Pickens, Donna Hight, Trae Turner, Crystal Davis-Weese,

Absent: Carl Neutzling, Todd Blankenship

Regional Planning: Jean Taddie, Carol Coover

Transdev/First Transit: Chris Terry, Tara Burchett

Guest: Naomi Wells from NEORide

Call to Order

Chairman Scott Heimann called the meeting to order at 8:33 a.m.

Annual Meeting:

Election of Vice Chair, Secretary, and Treasurer/Fiscal Officer. Richland County Commissioners appoint the Chairman and have selected Scott for another year.

Scott Heiman made motion to nominate the slate of offices as presented, with Ed Pickens as Vice Chair, Trae Turner as Secretary, and Jean Taddie as Treasurer/Fiscal Officer. Jean asked if there were any other nominations and there was no other nominations brought forward. Donna Hight seconded the motion. With no further discussion, the motion carried.

2025 Standing committee membership – No one was interested in switching to different committees, so the standing committees will stay the same for 2025.

Jean reviewed the board member conflict of interest policy that was provided in advance. Board members need to complete the verification form and return it. Scott noted that everyone needs to take time and review the conflict of interest forms.

Recommended Actions: Routine Matters – CONSENT AGENDA

The December 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.

On the GM report we have the Saturday ridership information for the two Saturdays of service in December. The first Saturday we had 186, which is 5 riders per revenue hour, the second week was 174 or 4.7 riders per hour. The total for the month averaged about 6 riders per revenue hour. We also had 7 and 15 trips on Dial-A-Ride as well.

We also completed a summary for transit reserve funds for the year. We were ahead as predicted since the ODOT payments came through for July – November. We were about \$165,000 ahead based on our operating expenses. We did use some local reserve funds for capital expenses (under \$50,000).

things to get momentum. We used the experience for practice using our software for on demand service and we also got a lot of great photos. Trae also recommended that we should give it more time and do it again this year and Crystal agreed with Donna and Trae. 44% of the survey responders said it was their first time riding the bus. There were a handful of people that asked if they could come to Shelby. We can look at possible changes to service area for this year's service. Jean and Carol set up a meeting with the RCT and DMI team to come up with a plan and budget for 2025 to share with the board.

New Business

Ohio Loves Transit Week (Feb 9 – 15) – We would like to meet with Marilyn John and Mark Romanchuk separately at some point this week at the RCT bus office to give them an update on what we have been doing. Ed and Scott came last year. Trae and Crystal hope to attend once we know the exact date.

On the passenger celebration side, Chris talked about having a selfie station backdrop for pictures at the Transit Center. The passengers can take a picture with their favorite driver and submit it to Facebook for daily prizes and a grand prize winner at the end of the week. The driver with the most votes could be rewarded too. Fare-free day? The cost would be approximately around \$250-\$300. Ed noted the fare-free days are pretty popular, we could do fare-free on the actual "Ohio loves transit" day.

Trae wanted to know if AAA can do anything to help. Maybe at a breakfast or lunch at AAA? Randy could pass the word along to everyone he works with. Maybe Randy could ride with passengers on the bus and help promote it? The seniors are a major portion of our riders. It would be good if area businesses would get involved and offer discounts or handouts for people riding the bus.

Ed Pickens made a motion to approve free fares on Ohio Loves Transit Day. Donna Hight seconded the motion. With no further discussion, the motion carried.

Depreciation and write offs were presented in advance for review.

On the write offs, there were no disputes with the charges, there are two organizations that just have not responded to notifications for payment on old bills from prior years. At this point it is more about goodwill with the customers since they are both continual customers. The total bad debt write off request is \$800.72.

On depreciation, the only new assets for 2024 were one cutaway bus and the CAD/AVL equipment. There were no disposals for 2024.

Donna Hight made a motion to approve the write offs and depreciation for 2024. Crystal Davis-Weese seconded the motion. With no further discussion, the motion carried.

Shelby Taxi Contract was provided in advance for review. – The contract has not changed other than the name of the grant and the grant years. Everything has been approved by the attorney, the mayor, and the Shelby Law Director. The total budget is \$25,000 based on about \$45,000 in expenses. They match half of the operating and the 20 percent of the maintenance expenses.

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required. The board would like us to investigate further what is required and what policies need to be changed to attend and vote virtually for meetings.

Other Business from the Floor

All of the transit board members are invited to Regional Planning's bi-annual meeting on January 29, at 5:00 at Kingwood Center.

Saturday, the TSA reps are coming to the RCT office for table-top training on hostage situations.

Ed Pickens wanted to know if RCTB has been nominated for the Regional Planning award for our TDP project. Jean will prepare the nomination documentation for RCTB for this award and share it with Ed for his review.

Executive Session

There was no executive session.

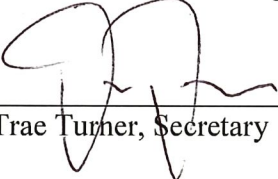
Adjourn

There being no further business, Trae Turner made a motion to adjourn. Donna Hight seconded the motion. With no further discussion, the motion carried.

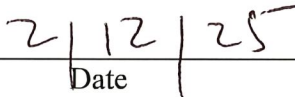
The meeting adjourned at 10:03 a.m.

Next Meeting

The next RCTB meeting is Wednesday, February 12 at 8:30 a.m.



Trae Turner, 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 January 15, 2025.



Scott Heimann, Chairman



Date