

RCTB RICHLAND COUNTY TRANSIT BOARD

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

MINUTES of the March 16, 2026 RCT Board Meeting

PRESENT:

Board: Ed Pickens, Emily Adams, Donna Hight, Todd Blankenship, Scott Heimann (virtually)

Absent: Trae Turner, Crystal Davis-Weese

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

Transdev/First Transit: Chris Terry, Tara Burchett

Call to Order

Board Chair Scott Heimann called the meeting to order at 3:31 p.m.

Recommended Actions: Routine Matters – CONSENT AGENDA

The February 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 grant report that the federal amendment has passed FTA approval and also Department of Labor approval so we should be able to start drawing on the grant soon. We won't be able to draw for this month's expenses until final grant approval comes through.

On the ridership report, we did have 1.6 riders per hour on DAR. We are trying to get more riders using contract transportation, such as the contract with Third Street Family Health, which we will discuss later.

Ed Pickens made a motion to approve the consent agenda as presented. Emily Adams seconded the motion. With no further discussion, the motion carried.

Old Business

Procurement updates:

We have multiple procurements pending for capital projects, but limited planning capacity, so we need to prioritize. The construction projects may be easier to move faster, so we can probably move the painting and the floor replacement a little quicker than the security system. The painting project should be first, and Chris & Tara recommended the second project should be the flooring, as it is a trip hazard.

Gillig #2 quote:

We were awarded another bus in our 2026 grant. We have finally received the quote from Gillig using State of Washington contract for the purchase of one 29' HD bus at \$672,000. It is within the amount we have for our grant and will be covered. On the tariff language, price adjustments may be necessary to offset any price increases due to tariffs. We still have not heard anything on the tariffs for the first Gillig bus we ordered. A Buy America audit is also required for this bus.

Emily Adams made a motion to approve the Gillig bus purchase using the State of Washington contract and authorizing Jean Taddie to complete the process. Donna Hight seconded the motion. With no further discussion, the motion carried.

Gillig Buy America Audit:

This is required by the FTA and should be less than \$15,000 for both Gillig buses. We need to have this done soon for the first bus that is going into production first.

Ed Pickens made a motion to authorize Jean Taddie to secure a federally required Buy America bus audit for both Gillig bus purchases for up to \$15,000. Emily Adams seconded the motion. With no further discussion, the motion carried.

MATI Phase 2 update:

Jean shared the new finalized MATI routes with the board. The Stakeholder meeting was well attended. We had the President of Ohio Health attending today and Mansfield Engineering Components. We had some temp agencies and Ohio State. Kris Beasley, the Principle from Mansfield Senior, was very happy about the new morning route. It will help him get students to school in the morning. The route times are still under review and will be finalized shortly. We are looking to add daytime schedules of the Airport Industrial route, so these will also be finalized after looking at the budget again. We are hoping to add at least two more daytime runs for route 15. Emily from NECIC is doing great with the research surveys. She has 110 completed so far out of 225.

Ohio Loves Transit Week recap:

Jean shared some of the pictures from the ride. Those riding on Ohio Loves Transit Week were State Rep. Marilyn John, Carolyn Bick (U.S. Rep. Jim Jordan’s legislative aide), Commissioner Tony Vero, Mansfield Mayor Jodie Perry, Ontario Mayor Josh Bradley, Mobility Manager Randy Hutchinson, ODOT Urban Transit Manager Angel Lee, and several board members. We would like to offer another ride for the Stakeholders and for anyone else that might like to preview the ride.

Third Street Family Health Service contract service proposal:

This contract is for 6 months and will be re-evaluated after that time. This is not our normal service that we offer. This will be demand response service to take their clients to appointments at Third Street. This is non-paratransit service. We are charging less than our fully allocated costs at \$25 per trip within our dial a ride area. We offered to take clients outside of dial a ride area in the county for \$50 per trip.

Todd Blankenship made a motion to approve the TSFHS contract, pending final legal review. Donna Hight seconded the motion. With no further discussion, the motion carried.

New Business

Union negotiations completed:

The union negotiations were completed within two days. Everything will be signed and ratified before we start the new MATI routes in May. We will still be doing time-and-one-half for any

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Final Friday hours worked. The shift differential has been approved for any hours before and after the normal RCT work hours, prior to 6:00 am start time and after the 7:00 pm end time.

Final Friday:

RCT will still need to have two office people for Final Friday at the event. For the first month we may need to have two in the office and two at the event. The budget may shrink a little because some of the office staff will be paid out of MATI funds since they will be working already. Last year we used 4 buses. Direct expenses were just under \$10,000, but that is significantly less than our fully allocated cost, which was over \$25,000. We didn't get any sponsors last year, but the City of Mansfield gave us \$10,000. The board has decided to go ahead and continue the Final Friday service again this year.

Richland County CDBG contract:

The contract is under review at the county by the Prosecutor's office and the commissioners' will also sign. This will allow us to accept grant funding to help support Dial-A-Ride trips and to help support our half-price bus fares.

Emily Adams made a motion to approve the Richland County CDBG contract, pending final legal review. Todd Blankenship seconded the motion. With no further discussion, the motion carried.

RCT vs. peers ridership and cost comparison:

Jean shared some information from the NTD reporting from 2024 which compares us with our peers for riders per hour, cost per hour, and cost per passenger for both our fixed route and demand response. For the most part we were in the middle of the group as far as cost and riders. Our TDP goal for Demand Response is 1.8 per hour and right now we are averaging between 1.4 and 1.6 per hour.

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, Todd Blankenship made a motion to adjourn. Donna Hight seconded the motion. With no further discussion the motion carried.

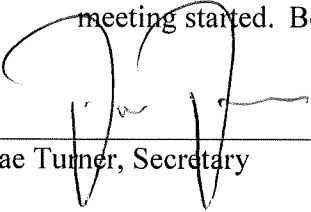
The meeting adjourned at 4:29 p.m.

Next Meeting

The next RCTB meeting is Monday, April 13 at 3:30 p.m.

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*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 rcadmin@rcrpc.org to request the link at least 1 hour before the meeting started. Board members could attend virtually with 48 hours' notice.

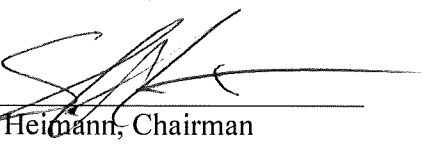


Trae Turner, Secretary

4-13-26

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 Tuesday, March 16, 2026.



Scott Heiman, Chairman

4-13-2026

Date