

RCTB RICHLAND COUNTY TRANSIT BOARD

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

MINUTES of the September 12, 2025 RCT Board meeting

PRESENT:

Board: Scott Heimann, Ed Pickens, Trae Turner, Todd Blankenship, Donna Hight

Absent: Carl Neutzling, Crystal Davis-Weese

Regional Planning: Jean Taddie, Carol Coover

Transdev/First Transit: Chris Terry, Tara Burchett

Call to Order

Board Chair Scott Heimann called the meeting to order at 8:35 a.m.

Recommended Actions: Routine Matters – CONSENT AGENDA

The August 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 BSI will be delivering the bus that we ordered back in January this morning. We currently have 5 buses in the repair shop.

On the grant report, our OTPP grant funds from the state are under contract. We are still waiting for the UTP grant announcements.

Jean also noted on the ridership report that our numbers are still down from this time last year.

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

Old Business

Procurement updates:

EZfare implementation update – Jean shared a copy of the implementation timeline spreadsheet. We are starting UAT testing. This may be extended one more week since Jean and Tara will be out on vacation next week. We are planning a soft launch of the EZfare system for the 2nd or 3rd week of October.

Painting Project – this is likely to be delayed until the spring of 2026. Our FTA representative has been out of the office for a family emergency and will be out for a couple more weeks. We are waiting for him to review and approve our grant revision to cover the painting project.

Windows – there is a problem with one of the new windows. The windows contractor is coming to look at it to see if it can be repaired or if it needs to be replaced.

Vehicle Lift – we are still waiting for another part to be delivered so they can finish repairing the lift.

Final Friday – We had our 2nd best ridership for the month of August. We are planning for September's Final Friday. OSU students and homecoming court will be riding the bus to and from the Brickyard to attend the Final Friday event.

Google Maps Hosting/ETA Transit – We have started working with Apple to debug some of the problems. There are no new updates from ETA/Google.

Kaleidoscope Event – This event is scheduled for October 2nd at the Renaissance Theatre. We have done an outreach to teachers inviting their students to the event. Group reservations are due to RCT by 9/22 so we can determine the number of buses we will need. Public rides can be scheduled through 10/2/25. Richland County Foundation will cover the fully allocated cost for the service via The Renaissance. Jean has sent a draft of the contract to legal for approval.

Todd Blankenship made a motion to approve the Kaleidoscope event contract pending legal approval. Trae Turner seconded the motion. With no further discussion, the motion carried.

New Business

Disposal of out of service buses – we have four buses that are out of service and past their useful life. We need approval to dispose of the buses. They will be sold on GovDeals. We would like to dispose of 2 HD Gillig buses, both are 2010 models, bus #20 and #22. We also want to dispose 2 Cutaway buses, #217 (2016) and #204 (2011).

Donna Hight made a motion to approve disposal of buses #20, 22, 217, 204 via GovDeals. Ed Pickens seconded the motion. With no further discussion the motion carried.

Free fixed route rides for Senior Step Challenge – Monday, September 29 – Randy Hutchinson, AAA Mobility Manager has requested that we provide free rides for this event for seniors. This will be fixed route rides, they just need to let the bus driver know. We are not expecting to be much revenue lost. Trae asked if there was a way to track how many riders come to the Senior Steps Challenge on the bus. Chris said they should be able to keep track in the system and provide the information to Randy after the event.

Ed Pickens made a motion to approve free fixed route service for the Senior Step Challenge on Monday 9/29. Donna Hight seconded the motion. With no further discussion, the motion carried.

2025 Budget revision/Finance Committee update – The finance committee met and reviewed the 2025 budget. The primary operating updates include reducing wages and fringes for TMR for monies not spent for January through July since we were unable to fill open positions. We also increased the MATI expenses and State revenue. We have reduced the budget a total of \$360,518. Capital budget updates include addition of new grants and an update of the estimated timing of projects.

Trae Turner made a motion to approve the revised 2025 operating and capital budgets. Todd Blankenship seconded the motion. With no further discussion, the motion carried.

JFS Non-Emergency Transportation contract renewal – we are renewing our contract with JFS for 2025 – 2026. We offer JFS our Dial-A-Ride service at \$8. JFS had 1,200 reservations for last year and we had 12 of those, of which 10 were no shows. Jean spoke with JFS and ask them why we did not have more reservations with them. JFS noted that some of the reasons were that we were out of the service area for some people, some had after hours medical appointments which we can't cover and that some people do not like riding the bus, and prefer a van. The board requested that Jean find out from JFS when and where the transportation was provided for the riders that didn't use RCT. They would like to know the service times they ran, the service area, and how much they paid for other transportation for these riders. We will revisit this issue when we have additional information from JFS.

Other Business from the Floor

There was no other business from the floor.

Executive Session

There was no executive session.

Adjourn

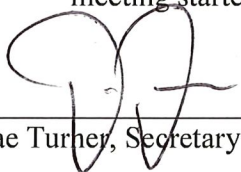
There being no further business, Ed Pickens made a motion to adjourn. Trae Turner seconded the motion. With no further discussion the motion carried.

The meeting adjourned at 9:44 a.m.

Next Meeting

The next RCTB meeting is Wednesday, October 15 at 8:30 a.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 rctadmin@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

10-17-2025

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 Friday, September 12, 2025.



Scott Heimann, Chairman

10-15-2025

Date