

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF December 19th, 2012

1) The DCTB Chair called the meeting to order and the roll was taken as follows: (12-12-01)

 X Tom Jones- Chair
 X Boots Sheets- Vice Chair
 X Roger VanSickle- Secretary
 X Erwin Dugasz
 X Tim Dodge
 X Ed Helvey
 X Traci Cromwell

Staff present for the meeting:

 X Denny Schooley- Executive Director
 X Crystal James- Operations Director
 X Ginny Berry- Marketing and Public Relations Specialist
 X Richelle Tirado- Controller
 X Tonya James- Mobility Manager
 ab Grant Bias- Operations Supervisor
 X Tina Smith-Financial Clerk
 ab Ed Pierson-IT Specialist

2) Public Comment

No public present.

3) Approval of Consent Agenda (12-12-02)

- a) **Agenda for December 19, 2012**
- b) **Minutes of November 28, 2012**

Denny explained changes to the agenda that included removing the officers because they were already elected and adding changes to the drug and alcohol policy.

It was moved by Roger and seconded by Tim to approve the Consent Agenda (12-12-02).
Motion passed.

4) Discussion

a) Future Funding-Guest Tom Homan

City Manager, Tom Homan, discussed the dilemma of changing from a rural to metropolitan transit system. Funding options include the city providing a large amount, dividing funding amongst areas using the transit system, and possibly involving COTA more. He explained that we need to look into other funding options since the city continues to have to deny increasing requests. He feels we need to look at the whole picture

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

in which we look at all of Delaware County and address funding with a county-wide solution, as opposed to a city or township basis.

Denny explained that we have not had success with the option of a tax levy. We are discussing the funding issue with MORPC, ODOT, and COTA, but resources are limited. He added that the need for the transit system is increasing with the increase in the disabled and senior populations.

Tom recommended that DATA seek funding from ODOT to hire a third party to investigate all funding options based on facts and analysis. He also mentioned that in partnering with other agencies a levy may be a probable source of funding.

Denny agreed that we have endured a significant amount of change which has put us in a unique situation and brought on the need for a third party analysis. Facts and information from a third party would carry more weight with our county commissioners. He suggested that the third party could also look into future growth and demand, such as would be brought on by the new outlet mall at I71.

Tom also addressed the concern brought to him about a problem with visibility when pulling out of the library next to the DATA bus stop. He mentioned graffiti on the shelter and suggested reporting it to the police and removing it as soon as possible.

5) Reports

a) Board Committees

i. Finance

none

ii. Legislative

Erwin explained they will begin after the first of the year and continue to press for township funding until further notice.

Roger brought up the concern that the BOARD has a right to seek an opinion from the attorney general on the issue of townships helping to fund the transit system.

Ed moved to authorize Denny, on behalf of the BOARD, to request an opinion on funding from townships from the Attorney General, through the county prosecutor. Roger seconded the motion. Motion passed.

b) Executive Director

Denny discussed upcoming changes due to the Affordable Healthcare Act and requested the BOARD take action. He explained that our budget and employees will be greatly affected. We will need to decide the right thing to do for our employees in regards to hours worked and requirements/qualifications for healthcare benefits. There are differences in how the county handles healthcare benefits and how DATA handles them. He urged that these types of decisions be made early in 2013 because they will affect all employees differently, as well as impacting the kind of employees we attract and maintain.

c) Departments

There was nothing to add from any of the departments.

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

6) Financial Status for month ending November 30, 2012 (12-12-03)

It was moved by Ed and seconded by Boots to approve the financial status for month ending November 30, 2012 (12-12-03). Motion passed.

7) Unfinished Business

a) Discussion/Update of A&E Firm

Denny explained that previously there was a misunderstanding of terminology, and we are in fact, ready to move forward in securing an agreement with MKC. MKC sent an agreement that has been reviewed and revised by the prosecutor. Denny requested that Erwin look over the agreement with him, and then hopefully it can be approved next month.

b) CY2012 Appropriation Changes (12-12-08)

Richelle explained that we will not be paying or receiving any further reimbursements this year. They will all carry over to next year, including the purchase of new buses and the hub shelter.

It was moved by Tim and seconded by Traci to approve the CY2012 Appropriation Changes (12-12-08). Motion passed.

8) New Business

a) Consider approval of CY2013 Accrual Budget (12-12-05)

Denny explained that most changes, including new hires, will take place in the second quarter. Right now the HR position is posted. We hope to hire this person first. Job descriptions still need to be developed for the other positions.

Crystal explained that three new drivers are ready to begin working Jan. 7.

It was moved by Ed and seconded by Boots to approve the CY2013 Accrual Budget (12-12-05). Motion passed.

b) Consider approval of contract between the BOARD and ODOT for CY2013 5311 Grant (12-12-06)

Denny explained this is the typical grant for rural funding.

It was moved by Roger and seconded by Tim to approve the contract between the BOARD and ODOT for CY2013 5311 Grant (12-12-06). Motion passed.

c) Consider approval of prior Contract Termination for Executive Director (12-12-07)

Denny explained that the previous contract was self-renewing and was never terminated before approving the new contract.

It was moved by Boots and seconded by Tim to approve the prior contract termination for executive director (12-12-07). Motion passed.

d) Consider approval to waive Go & Know fees for vehicle exterior advertisers (12-12-09)

It was moved by Traci and seconded by Roger to approve waiving Go & Know fees for vehicle exterior advertisers (12-12-09). Motion passed.

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

e) **Consider approval of CY2013 regular BOARD meeting dates. (12-12-10)**

It was moved by Ed and seconded by Tim to approve the CY2013 regular BOARD meeting dates (12-12-10). Motion passed.

f) **Consider approval of revisions to the Drug and Alcohol Policy. (12-12-12)**

Crystal displayed changes in language and definitions to the Drug and Alcohol Policy. All wording comes from the FTA.

It was moved by Erwin and seconded by Traci to approve the revisions to the Drug and Alcohol Policy (12-12-12). Motion passed.

9) **Other Business-Open Comments**

Denny explained that he met with the people about the new CNG fueling station going in on Section Line Rd. They hope to have it up and running by October 2013. Flying J will also be converting all of its stations. Denny said he will put together and distribute a fact sheet on the benefits of converting to CNG/LNG (compressed natural gas/liquid natural gas).

Further discussion included concerns with visibility for other drivers at the library bus stop, and the new cab company in Delaware providing city-wide transportation for \$5 each way. Denny stated there is a possibility of two other cab companies in Delaware in the future.

10) **Adjourn**

It was moved by Roger to adjourn. There being no further business to transact, the Chairman adjourned the meeting.
