

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF December 18, 2013

1. The DCTB Chair called the meeting to order and the roll was taken as follows: (13-12-01)

 x Tom Jones- Chair
 x Boots Sheets- Vice Chair
 x Roger VanSickle- Secretary
 x Erwin Dugasz
 x Ed Helvey
 ab Traci Cromwell

Staff present for the meeting:

 x Denny Schooley- Executive Director
 ab Crystal James- Operations Director
 x Ginny Berry- Marketing and Public Relations Specialist
 x Richelle Tirado- Controller
 ab Tonya James- Mobility Manager
 x Tina Smith-HR Coordinator
 ab Ed Pierson-Facilities, Assets, and Technology Manager

a. Approval of Absences (13-12-01)

It was moved by Ed and seconded by Erwin to approve Traci's absence (13-12-01). Motion passed.

b. Pledge

2. Public Comment

No public present.

3. Approval of Consent Agenda (13-12-02)

- a. Agenda for December 18, 2013**
- b. Minutes of November 20, 2013**

It was moved by Roger and seconded by Erwin to approve the Consent Agenda (13-12-02). Motion passed.

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4. Reports

a. Board Committees

i. Finance-no meeting

ii. Legislative-no meeting

b. Department

none

c. Executive Director

Denny explained that he met with MKC today. He presented to the Board a cost estimate sheet and site map. He explained our priorities as phase 1: site renovation including a new sprinkler system, which is required, phase 2: covered shelters for the buses, and phase 3: preparation for park and ride. We are currently over budget, so we are going to have to make some decisions on what to cut. Denny asked the Board what role they would like to have in the decision making and what role they want the staff to have in making decisions and prioritizing renovations. Tom polled the Board members on their opinions, and it was agreed upon that Denny would proceed as he sees fit, but will bring all decisions to the Board before they are actually finalized.

Boots suggested Denny look into possible funding through the Ohio Public Works Commission. He asked where we will go during construction. Denny said he thinks it best if we move completely out, possibly into a trailer or into the shop.

Denny said site work may begin in May.

5. Financial Status

a. Approval of financial status for month ending November 30, 2013 (13-12-03)

Richelle clarified a correction to her previous report, changing the current cash balance from \$177,103.31 to \$192,390.31

It was moved by Ed and seconded by Erwin to approve the financial status for month ending November 30, 2013 (13-12-03). Motion passed.

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b. **Approval of budgeted appropriation changes for CY 2013 (13-12-04)**

Richelle explained this is an annual auditor requirement. We have to make final appropriation adjustments for the year to match what we are actually doing.

It was moved by Boots and seconded by Erwin to approve the budgeted appropriation changes for CY 2013 (13-12-04). Motion passed.

6. **Unfinished Business**

a. **Update of public hearings held December 17, 2013**

Denny explained we had three meetings yesterday, and about 20 people total attended. Of these were Tom Homan, Mike Finelli, Margaret Ruhl, Chairman Tom Jones, and the owner of Catch-a-Ride. Denny said he felt everything went really well. He explained that he did a presentation on what has happened and why. Most people came because they were concerned about the increases to demand response.

Denny explained that Tom Homan is still in favor of a third party study to determine and recommend what we should do about funding for the transit system. Denny suggested we need to figure out what we actually want to happen as far as who and where do we want funding to come from. Who should we reach out to; state reps, ODOT, and/or FTA? A neutral third party study would carry more weight with the commissioners than just having Denny's input. Tom had committed to \$7,500 this year and next year towards planning. Denny stated he plans to bring a proposal to the Board next month on how to proceed with this planning and study.

Boots asked if COA would be contributing to help fund demand response. Denny explained that COA approved a plan today to provide \$50 per month (approximately \$10,000 total per month) per Delaware County resident age 60 or over for all types of demand response trips.

Tom complimented Denny on his presentation and hand out for the public hearings.

b. **Nominating Committee Report (Erwin and Traci)**

Erwin explained that they are nominating Boots for vice-chair and Roger for secretary.

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7. New Business

a. Election of officers for 2014 (13-12-05)

Boots accepted the position of Vice Chair, and Roger accepted the position of Secretary.

It was moved by Ed and seconded by Erwin to approve the election of officers for 2014 (13-12-05). Motion passed.

b. Approval of a COA Service Contract (13-12-06)

This is the contract in which COA will help subsidize demand response for seniors age 60 and over.

Roger abstained from voting.

It was moved by Erwin and seconded by Boots to approve a COA service contract (13-12-06). Motion passed.

c. Approval of Ohio After School Network Service Contract (13-12-07)

This is a contract for December and January, in which our standard contract rates apply.

Roger abstained from voting.

It was moved by Erwin and seconded by Ed to approve the Ohio After School Network Service Contract (13-12-07). Motion passed.

8. Other Business-Open Comments

Erwin asked when changes to the fixed routes will be effective. Ginny confirmed this week or next week, and definitely by Jan. 2. Erwin explained he is still concerned about traffic and timing in the mornings on the Green Route down Rt. 23 because construction is still going on.

Boots ended the meeting with reciting a senior citizen version of "The Night Before Christmas" at Rockaway Rest. ☺

9. Adjourn

There being no further business to transact, the Chairman adjourned the meeting.