

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF December 17, 2014

1. Roll Call

The DCTB Chair called the meeting to order and the roll was taken as follows: (14-12-01)

<u> X </u>	Tom Jones-Chair
<u> X </u>	Boots Sheets-Vice Chair
<u> X </u>	Roger VanSickle-Secretary
<u> X </u>	Erwin Dugasz
<u> X </u>	Ed Helvey
<u> X </u>	Tim Dempsey
<u> X </u>	Traci Cromwell

Staff present for the meeting:

<u> X </u>	Denny Schooley-Executive Director
<u> Ab </u>	Crystal James-Operations Director
<u> Ab </u>	Ginny Berry-Marketing and Public Relations Specialist
<u> X </u>	Tonya Layman-Mobility Manager
<u> X </u>	Tina Smith-Controller/HR Coordinator
<u> X </u>	Ed Pierson-Facilities, Assets, and Technology Manager
<u> Ab </u>	Grant Bias-Operations Supervisor

a. Approval of Absences (14-12-01)

No absences

b. Pledge

2. Public Comment

No public present.

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3. **Approval of Consent Agenda (14-12-02)**
 - a. **Agenda for December 17, 2014**

 - b. **Minutes of November 19, 2014**

It was moved by Roger and seconded by Ed to approve the Consent Agenda (14-12-02). Motion passed.

4. **Reports**
 - a. **Board Committees**
 - i. **Finance – Report on meeting held 11/24/14**

ACTION ITEMS

- a) **Approval of CY 2015 Final Budget (14-12-06)**

Ed explained that the committee reviewed the budget with consideration of \$3.50 per gallon of gas, about 500,000 miles traveled, and an overall 5% wage increase.

Denny explained there were a couple of minor changes to the budget. We received less from COA than expected, and we are still waiting for the outcome of the grant from the Commissioners. Beginning last year, we have not been included in the Commissioners' budget. Instead we are part of the group that falls under the Community Enhancement Program. We should find out in January or February if we will receive any of these funds. The city has set aside \$7,500 for us, which is not committed to anything specific. Denny stated he may ask the city for more support to help fund the upcoming Saturday service of fixed routes.

It was moved by Ed and seconded by Boots to approve CY 2015 final budget (14-12-06). Motion passed.

- b) **Correction of Resolution 14-10-08 Wages (14-12-07)**

Denny explained that we were originally going to instill the 5% wage increase at each employee's annual review, but instead would like to give everyone the increase at the beginning of the year.

It was moved by Traci and seconded by Roger to approve the correction to Resolution 14-10-08 (14-12-07). Motion passed.

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ii. Nominating Committee-(Erwin/Tim)

Committee nominated Boots for Vice Chair, Roger for Treasurer, and Traci for Secretary.

iii. ACTION ITEM – Election of Board Officers for CY 2015 (14-12-10)

It was moved by Erwin and seconded by Tim to elect the nominees as Board Officers for CY 2015 (14-12-07). Motion passed.

b. Department

Roger asked about ridership being down. Denny explained this is mostly on the Green Route. November had less operating days than October, and many people were taking vacation days due to Thanksgiving.

c. Executive Director

Denny explained he met with Gary Merrell and Ken O'Brian and felt both meetings went well. He updated them on what DATA is doing. Gary is interested in CNG for the county, so in the future it may be possible for us to partner with the county on this.

Ken is reluctant for us to move away from the county auditor, and is concerned about the cost of an outside state audit. We estimate the cost for us to be around \$15,000 and/or \$41 per hour. Denny explained to Ken the reasons and advantages for us in separating our finances from the county. Denny also told Ken that he wanted to keep an open line of communication between Ken and Denny and anytime Ken had questions or comments to please let him know.

Denny also discussed the funding study with the Commissioners. The goals being to determine what the community wants, what they want to pay, and how they want to pay. Denny would like to push back issuing an RFP until the Board has the opportunity to discuss the funding study in more detail and determine exactly what questions need to be asked and how. Denny stated he would also like more discussion about a possible tax, as it may not be an option because the Commissioners are against it.

Tracy stated her interview with the Commissioners was an hour discussion with Ken O'Brian. He voiced concern about us separating our finances from the county, as well as opposition to a sales tax. He did say he is very supportive of DATA.

Denny explained the Ohio Transit Needs Study that we have been a part of. The purpose of the study is to show the need for the state to step up funding for transit

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since there has been a significant cut over recent years in state funding for transit. Ohio falls at the tail end of all the states for the amount of state funding per capita we receive for transit.

Denny showed how the study illustrates that DATA is good at efficiency, but poor at getting more people on the bus. We have seen before that lowering fares can increase ridership, which increases revenue.

Tim suggested that there is work to be done with our legislators. Denny explained we plan to invite them in and share with them the impact we have on the community and its people.

5. Financial Status

a. Approval of financial status for month ending November 30, 2014 (14-12-03)

It was moved by Tim and seconded by Boots to approve the Financial Status (14-12-03). Motion passed.

6. Unfinished Business

a. Business Plan - No new updates

Denny explained that the OPTA board discussed the need to go through Statute 306 and see what changes we want to make, and get them tacked into the budget bill.

7. New Business

a. Approval of Richwood Bank payroll contract (14-12-04)

Richwood Bank will take care of processing everything related to payroll at a cost to us of \$75 per pay. Our employee benefits will still be through the County.

It was moved by Ed and seconded by Tim to approve the Richwood Bank payroll contract (14-12-04). Motion passed.

b. Approval of tax deferment of OPERS contributions (14-12-05)

We need to authorize these funds to be taken out before taxes are taken out. This is the same as it has been with the County, we just need our own resolution since we are separating.

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It was moved by Boots and seconded by Traci to approve the tax deferral of OPERS contributions (14-12-05). Motion passed.

c. Approval to dispose of obsolete assets (14-12-08)

We have a few computers and some phone equipment to dispose of.

It was moved by Roger and seconded by Tim to approve the disposal of obsolete assets (14-12-08). Motion passed.

d. Establishing a special board meeting for appropriation changes (14-12-09)

Special Board meeting to be held on Dec. 29, at 10:00 a.m. to approve all appropriations to \$0 and authorize our electronic transfer of funds to Richwood Bank.

It was moved by Ed and seconded by Traci to establish a special board meeting for appropriation changes (14-12-09). Motion passed.

e. Approval of State Urban Transit Program Contract (14-12-11)

This is our annual state funding, which is \$62,000, as opposed to \$110,000 for last year.

It was moved by Boots and seconded by Ed to approve the State Urban Transit Program Contract (14-12-11). Motion passed.

f. Establishing regular Board meeting dates and times for CY 2015 (14-12-12)

Schedule is as usual, every third Wednesday of the month. There is no need to push back the Sept. meeting for the Delaware County Fair.

It was moved by Tim and seconded by Traci to approve the Board meeting dates and times for CY 2015 (14-12-12). Motion passed.

8. Other Business—Open Comments

9. Adjourn

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