

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF May 17, 2017

1. Roll Call

The DCTB Vice Chair called the meeting to order and the roll was taken as follows: (17-05-01)

<u>X</u>	Boots Sheets-Vice Chair
<u>X</u>	Traci Cromwell -Secretary
<u>X</u>	Roger VanSickle-Treasurer
<u>Ab</u>	Ed Helvey
<u>X</u>	Craig Zimmers
<u>Ab</u>	Troy Sabo

Staff present for the meeting:

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

a. Approval of Absences (17-05-01)

It was moved by Traci and seconded by Craig to approve Troy and Ed's absences (17-05-01). Motion passed.

b. Pledge

2. Public Comment none

3. Approval of Consent Agenda (17-05-02)

a. Agenda for May 17, 2017

It was moved by Roger and seconded by Traci to approve the Consent Agenda (17-05-02). Motion passed.

b. Approval of minutes from April 19, 2017

It was moved by Traci and seconded by Roger to approve the Minutes (17-05-02). Motion passed.

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4. Reports

a. Department

Crystal discussed route changes for July 5th, including a stop at the jail, passes for those coming out of jail, and city routes will no longer have direction labels.

Ed said he, Denny, and Grant attended a cybersecurity training and he is looking to make changes accordingly to safeguard our information in the likely event of a hack.

b. Executive Director

Denny said we will be entering into a contract with Gutknecht Construction very soon for the building remodel.

5. Financial Status – Treasurer’s Report

a. Approval of Financial Status for month ending March 31, 2017 (17-05-03)

Income = \$76,429

Expenses = \$179,224

It was moved by Traci and seconded by Craig to approve the Financial Status for month ending March 31, 2017 (17-05-03). Motion passed.

6. New Business

a. Nomination and Election of Vice-Chair (17-05-07)

Boots asked if we could wait until next month to vote, so the resolution was tabled.

b. Approval of Service Contract with City of Powell (17-05-04) (Crystal)

It was moved by Traci and seconded by Craig to approve the service contract with the City of Powell (17-05-04).

c. Approval to submit grant application to SourcePoint (17-05-05) (Denny)

Roger abstained from voting, so there was no quorum.

It was moved by Traci and seconded by Craig to table approving the SourcePoint grant application until next meeting (17-05-05).

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d. Approval of a service contract extension with DJFS (17-05-06) (Crystal/Denny)

It was moved by Craig and seconded by Roger to approve the extension of the service contract with DJFS (17-05-06). Motion passed.

e. Approval to increase 2017 budget and purchase REMIX Routing Software (17-05-08) (Denny)

It was moved by Craig and seconded by Traci to approve increasing the budget and purchasing routing software (17-05-08). Motion passed.

7. Other Business-Open Comments

Denny asked the Board's opinion on his participation and attendance to the Transportation Academy.

It was moved by Traci and seconded by Roger to approve Denny attending the Transportation Academy. Motion passed.

8. Adjourn

With no further business to conduct, the Chairman adjourned the meeting.