

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

### MINUTES OF November 15, 2017

#### 1. Roll Call

The DCTB Chair called the meeting to order and the roll was taken as follows: (17-11-01)

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

#### 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>  X  </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 (17-11-01)

It was moved by Roger and seconded by Jake to approve Craig and Ed H.'s absences (17-11-01). Motion passed.

#### b. Pledge

#### 2. Public Comment

none

#### 3. Approval of Consent Agenda (17-11-02)

##### a. Agenda for November 15, 2017

Boots moved the Draft Budget 2018 to the last item on the Agenda.

It was moved by Jake and seconded by Troy to approve the Consent Agenda (17-11-02). Motion passed.

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### **b. Approval of minutes from October 18, 2017**

It was moved by Roger and seconded by Jake to approve the minutes from October 18, 2017 (17-11-02). Motion passed.

### **4. Financial Status – Treasurer’s Report**

#### **a. Approval of Financial Status for month ending September 30, 2017 (17-11-03)**

Income: Jan. – Sept. = \$942,253.83, Sept. = \$77,076.52

Expenses: Jan. – Sept. = \$1,678,909.57

Checking = \$145,628.24

Payroll = \$12,723.20

Roger noted that we received about \$708,000 from COTA in October.

It was moved by Traci and seconded by Jake to approve the Financial Status for month ending September 30, 2017 (17-11-03). Motion passed.

### **5. Reports**

#### **a. Department**

Ed P. reported that the facility remodel is moving along nicely. Walls and door frames are up, sprinklers are installed, electrical is mostly done, and they started painting this week.

Grant reported that the new Superfleet fuel cards came in and are all finally working correctly.

Denny reported that thanks to the Safety Committee, Ed P. has taken care of having trees removed and replaced lighting in the lot with brighter and more efficient LED lights.

#### **b. Executive Director**

none

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### 6. New Business

#### a. Approval of Petty Cash Policy (17-11-04) (Tina)

It was moved by Traci and seconded by Roger to approve the Petty Cash Policy (17-11-04). Motion passed.

#### b. Approval to Renew LOC with Richwood Bank (17-11-06) (Denny)

\$250,000 line of credit with Richwood Bank

It was moved by Roger and seconded by Traci to approve the renewal of the LOC with Richwood Bank (17-11-06). Motion passed.

#### c. Approval of BusBucks Agreement with SourcePoint (17-11-07) (Denny)

Our annual BusBucks Agreement with SourcePoint which subsidizes rides for county residents ages 55 and over.

Roger abstained from voting.

It was moved by Traci and seconded by Jake to approve the Bus Bucks Agreement with SourcePoint (17-11-07). Motion passed.

#### d. Approval to Dispose of Obsolete Equipment (17-11-08) (Ed)

This is one of our older vehicles with about 200,000 miles which incurred extensive damage to the body and frame in an accident.

It was moved by Traci and seconded by Jake to approve the disposal of obsolete equipment (17-11-08). Motion passed.

#### e. Chair Appointment of Nominating Committee for CY 2018 (Boots)

Boots nominated Ed H. for Vice President, Traci for Secretary, and Roger for Treasurer.

Boots asked for other nominations, and there were none.

It was moved by Jake and seconded by Troy to close the nominations. Motion passed.

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### **f. Approval of 2018 Budget (17-11-05) (Denny)**

Denny explained that the Draft 2018 Budget is at a loss as the last few budgets have been. In 2014, we received \$1 million, which lasted us 3 years as it was expected to. Now those funds are gone and we haven't found a replacement for them for 2018. The draft budget is based on no changes at all and includes the assumption of receiving \$100,000 from the Commissioners. The result is a deficit of about \$291,000. Denny said after the meeting with the Commissioners this morning, he is not confident in getting the \$100,000, which would result in a deficit of about \$391,000. He explained that with our cash carryover from this year we can make it through 2018, but 2019 will be a major problem.

Denny said he is not happy with this budget and believes we have to find additional revenue or cut expenses. He said he has not been able to find any additional revenue, so we need to make cuts. He noted that we have some options to explore for additional revenue, but they are not instant solutions and would come down the road. These ideas include requesting more 5310 funds based on our expenses related to Mobility Management and requesting funds for maintenance through the OTPPP.

Traci mentioned the Transit Development Plan and Study we had done and what it suggested. Boots clarified that a tax through the Commissioners just doesn't seem like a viable option for us. Denny said he believed the study told us to keep doing what we're doing and gave us ideas for what to do if and when we were able to acquire more funding.

Denny explained that he requested \$200,000 from the Commissioners specifically to be used for demand response service in the parts of the county outside of the urbanized area in which we receive no funding. He stated he was not too happy with the outcome of that meeting.

Traci asked if we have looked into COTA taking DATA over. Denny said in the past they have not been interested in us or serving any more of Delaware County because they already serve the Polaris area and expanding into Delaware County would most likely cause them to lose money.

Jake asked about the option of us becoming an RTA. Denny said that after the Prosecutor's response, he still doesn't believe that would be a viable option for us. Jake suggested it's time for us to put some more pressure on the Commissioners to support us.

Traci said the citizens need to know we are operating in the negative and they need to decide if they want the bus to stay or not. Jake agreed that the public needs to know so they can tell the Commissioners what they want.

Roger asked how much the Commissioners gave us last year, and Denny replied zero.

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Traci said our major problem is that the county doesn't recognize that we are part of the county and it seems that the city and county don't care that we exist.

Denny suggested that asking for a levy would get attention and awareness. Perhaps we ask for a 1 or 2-year sales tax levy with a 10-year operating plan.

Denny explained that Medicaid is talking about going to a brokerage system in which the broker would choose the transportation for the clients. If this happens, we could lose our contracts and possibly about \$300,000 in revenue.

Traci suggested making some cuts now to help balance the budget and get public awareness. Troy agreed. Jake suggested that making service cuts too early may have a negative impact by causing a negative attitude from the public.

Boots asked the two guests for ideas and they gave their opinions on what to look at and possibly cut.

Traci suggested we need to find out who is willing to support and fund us and we serve those people and areas. Roger suggested that our county is blessed and we owe it to our senior citizens to push for support from the Commissioners.

Jake asked for the opinions of the DATA staff, and each one present shared.

Traci suggested the next step should be a weekend retreat or work session in which we get together and make decisions and develop a plan. Jake agreed to head up gathering input and organizing an agenda for another meeting in 2 weeks.

Another meeting for Nov. 30<sup>th</sup> at 5:30 at the Delaware Township Hall was set to work on the 2018 Budget. Resolution 17-11-05 was tabled.

### **7. Other Business – Open Comments**

none

### **8. Adjourn**

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