

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

### MINUTES OF September 25th, 2019

#### 1. Roll Call – 7:00 p.m.

The DCTB Chair called the meeting to order and the roll was taken as follows: (19-09-01)

<u>Ab</u>	Boots Sheets-Chair
<u>Ab</u>	Ed Helvey-Vice Chair
<u>AB</u>	Roger VanSickle-Treasurer
<u>X</u>	Troy Sabo
<u>X</u>	Jacob Fathbruckner
<u>X</u>	Becky Cornett
<u>X</u>	Fred Johnson

#### 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>X</u>	Tonya Layman-Mobility Manager
<u>Ab</u>	Tina Smith-Controller/HR Coordinator
<u>Ab</u>	Ed Pierson-Facilities, Assets, and Technology Manager
<u>X</u>	Grant Bias-Safety and Security Training Manager

With the absence of the Chair and Vice Chair, Troy was acting Chair.

#### a. Approval of Absences (19-09-01)

Jacob moved and Becky seconded to approve the three absences. Motion passed.

#### b. Pledge

#### 2. Strategic Planning Session – 90 Minutes (Marie Keister)

Marie and Nick from Murphy Epsom led the board in a strategic planning session. The Board discussed having a planning session on October 8<sup>th</sup>, 2019 at 6:00pm. A motion was made by Jacob to have the planning session and Fred seconded the motion. The motion passed

#### 3. Approval of Consent Agenda (19-09-02)

##### a. Agenda for September 25th, 2019 (19-09-02A)

##### b. Minutes from August 21st, 2019 (19-09-02B)

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### **c. Approval of minutes from Special Meeting September 11, 2019 (19-09-02C)**

Jacob moved to approved the consent agenda (19-09-02A-C) and Becky seconded the motion. The motion passed.

### **4. Public Comment**

None

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

#### **a. Approval of Financial Status for month ending July 31, 2019 (19-09-03)**

Denny updated the Board on the financial status in the treasurer’s absence.

July Income = \$124,899

July Expenses = \$189,782      YTD net income = \$754,727

Cash = \$1,929,343

It was moved by Jacob and seconded by Becky to approve the Financial Status for month ending July 31, 2019 (19-09-03). Motion Passed.

### **6. Reports**

#### **a. Department**

Ginny –

Busy promoting Buckeye and Jug day services and continuing to work on updating and changing materials for new brand.

Crystal –

Told the board that we’ve had 36 riders so far for the Buckeye games and that we’re on track to have a lot more than last year. She said we had 132 for the Fair Jug Day and 104 riders for Septembers First Friday. Crystal also told the board the we’ve had 11 drivers obtain the cdl’s including Grant.

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

Denny said there was a regional transportation meeting that was held here at the Delaware County Transit office with Marion, Morrow, ODOT, COTA, MORPC and

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others. He said he feels it an important topic and while nothing was decided at the meeting, that there will be future meetings on the topic.

Denny also told the board about the OTP2 Grant and that we have applied for 2.3 million in funds. The funds requested centered around workforce, non-emergency health care and the opioid crisis in Delaware County as a whole, not just Delaware City. Requested funds would pay for our operating cost for next year, allowing us to use remaining funds for other possibly expanded projects. The request also asks for 3 replacement vehicles and 5 expansion vehicles. Denny gave the board an outline of items on the request. Fred asked what is the timeline for the grant recipient notification. Tonya said we should hear by October 7<sup>th</sup>.

### 7. New Business

#### a. Approval of Service Contract for Olentangy Local Schools (19-09-04) (Crystal)

It was moved by Jacob and seconded by Fred to approve the service contract with Olentangy Local Schools (19-09-04). Motion passed.

#### b. Approval to purchase used 30' buses (19-09-05) (Denny)

Denny explained that he is asking for authorization to purchase good used 30" vehicles when the opportunities arise, so that we would not have to wait until another board meeting and then miss the opportunity.

Troy called for a roll call vote.

The role call was as follows:

Troy Aye

Becky Aye

Jacob Aye

Fred Nay

Without 4 affirmative votes for, the Motion failed (19-09-05).

#### c. Approval of revised By-Laws (19-09-06) (Denny)

The board would like references to the agency to be changed to DCT in the revised by-laws.

It was moved by Jacob and seconded by Becky to approve the revised By-Laws with the above change (19-09-06). The motion passed.

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### d. Next Steps – Board Member Discussion

- i. Board Annual Self Review Summary
- ii. Executive Director Annual Review Process  
Discussion was Tabled until October 8<sup>th</sup> meeting.

### 8. Other Business – Open Comments

### 9. Adjourn

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