

Stark Area Regional Transit Authority
1600 Gateway Blvd SE * Canton OH 44707
BOARD MEETING MINUTES
Wednesday, April 26, 2006

CALL TO ORDER

SARTA's Board President, Charles DeGraff, called the meeting to order at 6:00 p.m.

ROLL CALL

Upon roll call a quorum was present.

Present: President, Charles DeGraff Vice-President, Nancy Johnson
 Phyllis Beyers Gerald Bixler
 Randy Bond Amanda Fletcher
 Chet Warren

Excused: Fred Moore William Rudner

STAFF

Present: Charles Odingbe, Executive Director/CEO
 Jerry Shilling, Operations Director
 Jannet Friedman, EEO/Safety Administrator
 Kelly Zachary, Human Resources Administrator
 Eppy Zayas, Maintenance Director
 Deborah Hill, Finance Manager
 Glenna Caruso, Project Manager
 Venetta Tyson, Customer Service Representative
 Irene Howell, Executive Assistant
 Kelly Houston, Procurement Administrator

LEGAL COUNSEL

Present: Atty. Robert Murphy (Black McCuskey)

OTHERS

Present: Karl Lucas (SCATS) Harry Reed Kevin Mitchell
 Omar Abdullah, Union President

APPROVAL OF MINUTES

March 22, 2006, Board Meeting Minutes

Randy Bond moved to approve the March 22, 2006, Board meeting minutes with corrections.

- Page 5 of 10, under Communications, item #1: should read "make " and not "made";
- Page 8 of 10, under Resolutions, item #1: should read "fare" and not "fire";

Chet Warren seconded the motion.

The motion passed unanimously as follows:

AYES: DeGraff, President; Johnson, Vice-President; Beyers, Bixler, Bond, Fletcher, Warren (7)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: Moore, Rudner (2)

April 12, 2006, Work Session/Board Meeting Minutes

Randy Bond moved to approve the April 12, 2006, Work Session/Board meeting minutes as submitted.

Amanda Fletcher seconded the motion.

The motion passed unanimously as follows:

AYES: DeGraff, President; Johnson, Vice-President; Beyers, Bixler, Bond, Fletcher, Warren (7)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: Moore, Rudner (2)

CITIZEN'S COMMUNICATION

Public Speaks - No

BOARD COMMITTEE REPORTS

Finance (William Rudner, Chairperson) - No report.

Personnel (Phyllis Beyers, Chairperson) - No report.

Citizens' Advisory Board - No report.

Public Property/Capital Improvements (Phyllis Beyers, Chairperson) - Deferred to Executive Director/CEO and Project Manager

DEPARTMENTAL REPORTS

Operations - (Jerry Shilling, Operations Director) - As submitted

Maintenance - (Eppy Zayas, Maintenance Director) - As submitted

Finance - (Deborah Hill, Finance Manager) - As submitted

Customer Service - (Venetta Tyson, Customer Service) - As submitted

EEO/Safety - (Jannet Friedman, EEO/Safety Administrator) - As submitted

1. Ms. Friedman reported the following:
 - a. SARTA was selected to receive a safety award from Stark County Safety Council. The award ceremony is scheduled for Thursday, April 27, 2006 at Walsh University.

Projects (Glenna Caruso, Project Manager) - As submitted

1. Ms. Caruso reported the following:
 - a. SARTA's Gateway Project was recognized by the Northeast Ohio (NEO) Municipal Leadership Magazine as Municipal Project of the Year. The project was NEO's selection for Excellence in Community Projects. Further discussion followed.

Human Resources (Kelly Zachary, Human Resources Administrator) - As submitted.

1. Ms. Zachary reported the following:
 - a. This month's report includes updates requested by the Board during the last Board meeting. A year-to-date report on employees' disciplinary actions was added to the Human Resources report section.
 - b. Discussion and clarification regarding the extern from Brown Mackle College were discussed as part of the HR report.

Labor Management - No report

COMMUNICATIONS

President - Charles DeGraff

1. Mr. DeGraff reported the following:
 - a. Mr. DeGraff provided a levy update for the Board of Trustees.
 - b. Levy contributions were \$28,0000 with expenses averaging \$24,200 to date. It was noted that the Campaign Committee is committed to ensuring we do not spend more money than we take in for the campaign.
 - c. Discussed levy yard signs and the lack of funds to buy additional signs.
2. Ms. Beyers stated that she received a call from one of SARTA's passenger s inquiring about joining the SARTA Board. The passenger also talked about disability issues. Further comments followed.

Board - No communications.

Executive Director/CEO's Report (Charles Odingbe)

1. Mr. Odingbe gave the following reports:

Ridership

- a. Ridership for 2006 continues to be strong with the agency experiencing a 60% increase in ridership over 2005 numbers.
- b. Mr. Odingbe informed the Board that he has directed the Operations Department to explore the viability of adding more capacity and/or redesigning the entire system to accommodate for the dramatic increases in ridership.

Alliance Transit Center Construction Project

- a. Mr. Odingbe stated that project engineers are working on the details for the Alliance project.

- b. He further noted that although the project is currently running behind schedule, we anticipate gaining some time during the bidding process.
- c. Ms. Beyers raised a question on the Executive Team Meeting minutes, March 8, 2006, under Alliance, item #2. Mr. Odingbe clarified that SARTA resubmitted the Alliance grant hoping to gain additional grant funds for the project.

Wal-Mart Transit Pull-Out

- a. Wal-Mart has authorized SARTA to construct a “bus pullout” along Harmont Street. We are anticipating receipt of the written authorization with some conditions for the construction work. Further discussion followed.

Trapeze

- a. The Trapeze project schedule has been delayed for six weeks due to the development of a newer generation on-board interface equipment. This delay will ensure the agency has the latest radio equipment associated with this procurement on board our buses upon completion of the deployment. Further discussion followed.

Cornerstone Concerns

- a. There are no new reported cases of disturbances at Cornerstone. However, staff will continue to have Canton City Police presence at the location indefinitely.
- b. The restrooms facilities have been reopened with new signs. Responding to a question regarding the nature of challenges staff has encountered at Cornerstone, Mr. Odingbe stated that most of our challenges were limited to rowdy school children deciding to “hang out” at the transit center location.
- c. Mr. Odingbe thanked Chet Warren and the Canton School District for their responsiveness to our plight and the police department for allowing their off duty officers to help patrol the site.
- d. Ms. Beyers inquired about the report on employee restrooms. Following some discussions on the matter, Mr. DeGraff referred the matter to the Union Leadership for possible solutions. It is expected that they will report back to the Board with their findings and solutions.

Bench Signs

- a. Mr. Odingbe informed the Board that Judge Spicer ruled in favor of SARTA regarding the Bench Signs appeal. However, the Judge did not make any ruling on the amount owed to SARTA. Further comments followed. Mr. Odingbe further informed the Board that we anticipate the case would be appealed to the State Supreme Court.

SARTA Staff

- a. Mr. Odingbe announced that three SARTA employees would be married the weekend of April 29, 2006. He wishes extend congratulations to all of them through this medium.

EXECUTIVE TEAM MINUTES

March 8, 2006

1. No comments.

March 14, 2006

1. No comments.

March 29, 2006

1. Ms. Beyers raised a question on the Executive Team Meeting minutes, under Executive Team Reports and Discussions regarding restrooms at Cornerstone.
 - a. Mr. Odingbe explained that responding to some unwelcome activities at Cornerstone, staff had to remove the doors and added new directional signs to properly identify the male and female restrooms. Further discussion followed.

MIDDLE MANAGEMENT MINUTES

1. No comments.

FOR YOUR INFORMATION

1. United Way campaign contributions increased by 10% and SARTA Staff involvement in community and charitable activities has increased.
2. Mr. Odingbe is one of the speakers for Junior Achievement and received thank you letters from his engagements.
3. SARTA received a thank you letter from WHBC for SARTA's support of the Senior Expo for 2006.
4. Nancy Johnson's picture is featured in the NEO magazine. SARTA was selected for NEO's 2005 Municipal Project of the Year Award.
5. SARTA continues to improve on our Out Reach to make sure the community knows SARTA is more than a bus company.
6. Question was raised in regards to transporting voters to the polls. Mr. Odingbe stated that the only time SARTA would volunteer to provide rides to the polls would be when SARTA is not on the ballot. Further discussion followed.

RESOLUTIONS

Mr. Odingbe read the following resolutions:

1. Resolution: To authorize the Executive Director/CEO to approve transporting all Senior Citizen passengers of Stark County to the Massillon Area Senior Day on May 09, 2006, and Stark County Senior Day on May 16, 2005, which will enable those needing transportation to ride all fixed routes at \$0.25 each way.

Chet Warren made the motion that the Stark Area Regional Transit Authority Board of Trustees authorizes the Executive Director/CEO to approve transporting all Senior Citizen passengers of Stark County to the Massillon Area Senior Day on May 09, 2006, and Stark County Senior Day on May 16, 2005, which will enable those needing transportation to ride all fixed routes at \$0.25 each way.

Nancy Johnson seconded the motion.

The motion passed unanimously as follows:

AYES: DeGraff, President; Johnson, Vice-President; Beyers, Bixler, Bond, Fletcher, Warren (7)

NAYS: None (0)

ABSTENTIONS: None (0)

EXCUSED: Moore, Rudner, (2)

2. Resolution: To authorize the Executive Director/CEO to purchase one (1) USED 1992 Vintage Trolley Bus from Western Reserve Transit Authority (WITA) for a cost of \$48,000.00 and request authorization to purchase up to two (2) more vintage trolleys at a cost not to exceed \$70,000.00 each initially.
 - a. Staff will notify the Board whenever we are ready to procure the other two buses. Further discussion followed.

Chet Warren made the motion that the Stark Area Regional Transit Authority Board of Trustees authorizes the Executive Director/CEO to purchase one (1) USED 1992 Vintage Trolley Bus from Western Reserve Transit Authority (WITA) for a cost of \$48,000.00 and request authorization to purchase up to two (2) more vintage trolleys at a cost not to exceed \$70,000.00 each initially.

Gerald Bixler seconded the motion.

The motion passed unanimously as follows:

AYES: DeGraff, President; Johnson, Vice-President; Beyers, Bixler, Bond, Fletcher, Warren (7)

NAYS: None (0)

ABSTENTIONS: None (0)

EXCUSED: Moore, Rudner, (2)

3. Resolution: To authorize the Executive Director/CEO to enter into an option to renew the contract with the Cintas Corporation for the purchase of uniforms for the Operations Department at \$25,173.00 and the lease of uniforms for the Maintenance/Service Departments at \$9,443.93 for a total of \$34,616.93.
 - a. Mr. Warren voiced his concern that the uniforms were not labeled "Made in America". After further discussion, the following motion was made.

Gerald Bixler made the motion that the Stark Area Regional Transit Authority Board of Trustees authorizes the Executive Director/CEO to enter into an option to renew the contract with the Cintas Corporation for the purchase of uniforms for the Operations Department at \$25,173.00

and the lease of uniforms for the Maintenance/Service Departments at \$9,443.93 for a total of \$34,616.93.

Amanda Fletcher seconded the motion.

The motion passed as follows:

AYES: DeGraff, President; Beyers, Bixler, Bond, Fletcher (5)

NAYS: Johnson, Vice-President; Warren (2)

ABSTENTIONS: None (0)

EXCUSED: Moore, Rudner, (2)

4. Resolution: To authorize the Executive Director/CEO to enter into negotiations with Gillig Corporation for the purchase of four (4) heavy duty 30-foot low floor transit coaches and two (2) 40-foot standard floor transit coaches with options to purchase up to 25 more.
 - a. After discussion on terminology of the resolution, which should read 30-foot low floor transit coaches and two (2) 40-foot low floor transit coaches with the option to purchase up to twenty-five (25) more, and with backup documentation regarding the bidders, Mr. Odingbe asked that the resolution be tabled until corrections are made.
 - b. The motion was withdrawn and the resolution was tabled.
5. Resolution: To authorize the Executive Director/CEO to file an application with the Department of Transportation, United States of America, for grants under the Federal Transit Act, as amended.

Randy Bond made the motion that the Stark Area Regional Transit Authority Board of Trustees authorizes the Executive Director/CEO to file an application with the Department of Transportation, United States of America, for grants under the Federal Transit Act, as amended.

Phyllis Beyers seconded the motion.

The motion passed unanimously as follows:

AYES: DeGraff, President; Johnson, Vice-President; Beyers, Bixler, Bond, Fletcher, Warren (7)

NAYS: None (0)

ABSTENTIONS: None (0)

EXCUSED: Moore, Rudner, (2)

OLD BUSINESS

None

NEW BUSINESS

1. Summer Retreat
 - a. Mr. Odingbe stated that at the next Board meeting (Work Session (May 10, 2006) to start planning a retreat for late summer. The last retreat covered five to ten year plans and have moved substantially forward.

- b. Discussed using the same facilitator that assisted staff with developing our strategic initiatives for this retreat. The Board tentatively set aside September's work session and Board meeting dates as potential dates for the retreat. Mr. Odimgbe will check with the facilitator and report back to the Board.

ADJOURNMENT

Chet Warren moved to adjourn the meeting at 7:25 p.m.

Amanda Fletcher seconded the motion.

The motion passed unanimously as follows:

AYES: DeGraff, President; Johnson, Vice-President; Beyers, Bixler, Bond, Fletcher, Warren (7)

NAYS: None (0)

ABSTENTIONS: None (0)

EXCUSED: Moore, Rudner, (2)

The next meeting, Board Work Session, will be held Wednesday, May 10, 2006, at the Stark Area Regional Transit Authority office's first floor Board Room at 6:00 p.m. with the next Board Meeting being May 24, 2006.