

**Stark Area Regional Transit Authority  
Board of Trustees Meeting  
May 27, 2009 @ 6:00PM  
Gateway Board Room**

Mr. DeGraff called the meeting to order at 6:02pm.

**Attendance**

**Board** (Quorum present)

Chuck DeGraff (President), Nancy Johnson (Vice-President), Phyllis Beyers, Jerry Bixler, Amanda Fletcher, Ron Macala, James Reinhard, Chet Warren

**Staff**

Tom Bernabei (Executive Director/CEO, Interim), Mark Finnicum (Director, Maintenance), Carole Kuczynski (Director, Finance & Administration), Teresa Thompson (Director, Transportation), Kristy Rowe (Administrative Assistant), Tom Williams (Transportation Manager), James Warner (Planning & Community Outreach Manager), Michelle Harrison (Transit Supervisor), Tonya Ando (Coach Operator), Omar Abdullah (Coach Operator & Union Stewart), Lorne Anderson (Coach Operator), Tammy Marie Chavers (Executive Assistant)

**Legal Counsel**

Michelle Schuld (Black McCuskey)

**Other**

Karl Lucas (SCATS)

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**Employee of the Month**

The Board congratulated Transit Supervisor, Michelle Harrison, on being selected as May 2009's Employee of the Month. Ms. Harrison said, "SARTA has been great. I love working here and the people. SARTA is a great place."

**Approval of the Minutes**

*Meeting ~ April 22, 2009*

Mr. Warren moved for the adoption of the minutes. Mr. Macala seconded the motion; motion passed unanimously.

**Departmental Reports**

➤ **Transportation** ~ Teresa Thompson ~ As submitted

Ridership declined by 16,400 rides for April 2009 in comparison to April 2008. This drop is attributed to the unemployment rate and general economic conditions.

Mr. DeGraff commended Transportation on the decline of accidents. Ms. Thompson credited this change to mandatory re-training within the department. Re-training will also be done for handicap-accessibility.

➤ **Maintenance** ~ Mark Finnicum ~ As submitted

- **Finance** ~ Carole Kuczynski ~ As submitted  
Ms. Kuczynski advises that the auditors will complete their review within approximately two weeks. The CAFR will then be prepared and presented to the Board.
- **HR/Safety** ~ Kelly Zachary ~ As submitted
- **Planning & Community Outreach** ~ James Warner ~ As submitted  
Mr. Warner informed the Board that Linda Stutler retired today.

Mr. Warner also discussed that SARTA has received an increase in compliments which are attributable to the operators.

### **Communications from the Executive Director/CEO, Interim... Budget**

Sales tax revenues for the month of May are down by over \$85,000 in comparison to May, 2008. This drop represents a 9.4% decrease compared to May, 2008. Sales tax revenues have decreased 3.5% year-to-date compared to the first five months of 2008. Substantial budget amendments to the 2009 budget as approved by the Board are needed and will be submitted to the Board in June.

### **Federal Transit Administration (FTA) Triennial Review**

FTA's Triennial Review Findings were passed out to the Board. Mr. Bernabei stated that FTA conducted a professional and fair review. FTA reviewed a total of 23 areas. FTA found SARTA non-compliant in 13 areas. The majority of these findings are technical in nature. The following represents a few areas:

- **Vending space** ~ SARTA was cited for having vending machines on SARTA/FTA property without having obtained prior consent from FTA.
- **Charter Bus Service** ~ SARTA was cited for providing services to the 2008 Concert in the Park in violation of FTA Charter Bus regulations. SARTA is reviewing its policy regarding all quasi-charter bus services and is drafting a new policy concerning these services.
- **ADA** ~ SARTA was cited for over-capacity scheduling and too high a denial rate for ADA services.
- **Maintenance** ~ SARTA received commendation from FTA for Maintenance Department operations. Mr. Finnicum was recognized for a job well done and he acknowledged his staff.

### **Labor Management**

The first labor management meeting was held May 7, 2009. The meeting was facilitated by Mr. Greg Fuhrer of Northeast Ohio Labor Management, whose office is located at Stark State College. The meeting was attended by all

members of the Executive Team and Union officials. Meetings will be held once a month, with the next meeting scheduled for June 10, 2009.

Mr. Abdullah expressed his thanks to Mr. Bernabei and the Board for opening the lines of communications between the Union and Management through this labor management program.

### **Grant Applications**

There have been several grant applications made by SARTA. These applications include:

- Infrastructure grant for Belden Village Transit Center; bus pull off lanes and Mahoning Road Corridor improvements.
- “Tigger” grant for 8 buses that are “green” directed.
- “Clean & Green” grant through OPTA (Ohio Public Transit Association) for three buses.

SARTA will report back to the Board on the results of these applications.

### **Jackson Township Transfer Site**

The Jackson Township Trustees reported to Mr. Bernabei that they met with Westfield Mall officials to discuss the proposed site on the north side of the mall for a temporary transit center. Westfield Mall officials do not want the site on the north side because of its proximity to Bravos restaurant and wish to limit any temporary site to a one year period. This effectively ends any discussion of a temporary transit center on Mall property.

Mr. Bernabei, Mr. Warner and Mr. Todd met with Jackson Township officials today for other possible solutions. They discussed possible construction of a bus pull off lane on Higbee Avenue N.W. as a solution to the traffic congestion issues on Higbee Avenue N.W. SARTA staff walked Higbee Avenue N.W. looking at potential sites. A potential location is in front of the old G.E. Capital building which will be further investigated by SARTA.

### **Board Re-Appointments**

Ms. Johnson was re-appointed by the City of Massillon. Her term will expire on April 30, 2012. Ms. Beyers was re-appointed by the City of Alliance. Her term will expire on March 31, 2012.

### **In-House Changes**

Mr. Finnicum is relocating his office back to the Maintenance Department. Ms. Thompson is also relocating her office downstairs to the Transportation Department.

Consideration is being given to combining Proline reservationists with Customer Service representatives into one department under Transportation.

### **Safety Achievement Award**

Mr. DeGraff commended staff on earning the Safety Award given by Ohio Bureau of Workers' Compensation.

### **Resolutions**

#### **Resolution No. 17**

***A Resolution Authorizing The Executive Director/CEO To Enter Into Contract With Interclean Equipment, Inc For The Removal And Replacement Of SARTA's Bus Wash System In The Amount Of \$111, 165***

Mr. Warren motioned to adopt this resolution. Ms. Johnson seconded the motion; resolution passed unanimously.

#### **Resolution No. 18**

***A Resolution Authorizing The Executive Director/CEO To Advertise And Receive Bids For Bicycle Racks For SARTA Buses***

Mr. Bixler motioned to adopt this resolution. Ms. Fletcher seconded the motion; resolution passed unanimously.

**\*\*\*Executive Session\*\*\***

7:03 – 7:40PM

*To discuss personnel issues*

Mr. Warren motioned to enter executive session. Ms. Fletcher seconded the motion. Roll call. All answered "yes." Mr. Warren motioned to conclude the executive session. Mr. Macala seconded the motion. Roll call. All answered "yes."

### **Adjournment**

The meeting was adjourned at 7:40pm.