

Stark Area Regional Transit Authority
Board Of Trustees Work Session/Meeting
June 27, 2007 @ 6:00 PM
SARTA'S Gateway Bldg., 1st Floor Board Room

Call To Order

Nancy Johnson called the meeting to order at 6:10 PM.

Attendance
Board

Nancy Johnson (Vice-President), Phyllis Beyers, Jerry Bixler, Randy Bond, Amanda Fletcher, Fred Moore

Staff

Charles Odingbe (Executive Director/CEO), Christina Wey (HR/Safety Administrator), Kelly Huston (Procurement/Budget Administrator), Linda Stutler (Customer Service Supervisor), Mark Finnicum (Director, Maintenance), Theresa Thompson (Administrator of Transportation), Tammy Marie Chavers (Executive Assistant)

Legal Counsel

Robert Murphy (Black McCuskey)

Other

Chris Shieman (WHBC), Karl Lucas (SCATS), Larry Edwards (Rider)

Approval/Correction of Minutes (May 23, 2007)

Mr. Bond moved for the approval of the minutes. Ms. Beyers seconded the motion; motion passed unanimously.

Ms. Beyers inquired how would SARTA obtain money from the state in the event that vibrations cause damage to the Alliance project and how would it be determined if the state and their actions are the cause. Mr. Odingbe responded that the building has been shifted 9 degrees and now has a 21-foot clearance from the retaining wall. In addition, the Alliance Transit Center Building sits on platforms with four pilons, this will provide the support we need for the building. Regarding vibrations from trains, we are confident our building meets the engineering for the building.

Departmental Reports

- Transportation – Teresa Thompson (As submitted) Ms. Beyers questioned if there was a way to flag no-shows in an attempt to decrease their occurrences. Mr. Odingbe pointed out no-shows have decreased and that staff personally call any excessive no shows to determine why it is happening.

- Maintenance – Mark Finnicum (As submitted)
- Finance – Carole Kuczynski (As submitted) Ms. Kuczynski announced that the CAFR is due June 30, 2007 and will go out on time. She informed the Board of the change to the statistical section.
- HR & Safety – Kelly Zachary (As submitted) Ms. Beyers gave the HR & Safety department articles to review for SARTA's EEE program. The articles featured "value of the person" which highlights on appreciation of employees.

Mr. Bixler questioned if workers compensation is a problem in our agency. Mr. Odimgbe answered that we have had to become more aggressive to prevent employees from taking advantage of the benefit.

- Planning & Community Outreach – Linda Stutler (As submitted) Ms. Beyers also inquired about the meaning of the acronym DBE. Mr. Odimgbe responded that DBE stands for (Disadvantaged Business Enterprise) and is geared towards capital projects. The program was designed to give Women and Minority owned businesses an opportunity to compete on federally funded projects. SARTA achieved a 23% DBE participation of all our capital projects and programs, which exceeds our goal of 11%.

Additionally, Mr. Odimgbe explained that we are "shopping" for a third party representative to assist us in administering our Health Care benefits. Currently we are with Sky Financial Services.

Communication from the Executive Director/CEO

Mr. Odimgbe acknowledged that ridership is down. But informed the Board that this decrease should not be a cause for concern, noting that our typical ridership increases year-to-year is 2 – 3%. The current decline in ridership was against the dramatic increases the agency experienced in the last two years (15% & 39%) respectively for 2005 and 2006. As long as we do not experience any dramatic decreases in ridership, the agency is still ahead in terms of ridership given by the industry standard.

The Trapeze system is installed on approximately 8 buses, however there are still some small glitches that are preventing the use of the system's full functionalities. Once Trapeze is up and running at full capability, there will be redundant counts done for each bus. Currently, the system is set up to automatically count everyone entering the bus. This number will be compared to the driver count upon retrieving the fare box information.

The Alliance project is moving full steam ahead. Mr. Odingbe said his is impressed by the pace that the tentative date for completion is still in September.

The Walmart project is now complete. Walmart managers and security observed the project with no complaints or interruption. We are presuming this tantamount to an implied approval of a job well done. The area now looks much better with the sidewalk and will add to the aesthetics of the entire area once other construction in the area is completed. A bus stop shelter is expected to go up by the end of this week.

Mr. Odingbe informed the Board that Ms. Teresa Thompson suggested SARTA assist with transportation of volunteers involved in the search for Jessie Davis. This suggestion resulted in the agency transporting approximately 7100 searchers over 3 days. It is worthy to note that SARTA gained national exposure due to the wide coverage of the case.

Mr. Odingbe informed the Board that they should be preparing for their annual retreat. Ms. Beyers suggested this year's retreat should involve more interaction with one another.

For Your Information

The city of Minerva has requested community coach style service from SARTA, a form of our fixed route services. We will send appropriate size busses based on the number of riders wishing to take advantage of this new service.

Resolutions

Line Of Credit – Huntington Bank \$500,000

Mr. Bixler moved for the adoption of this resolution. Ms. Fletcher seconded the motion; motion passed unanimously.

Ms. Beyers inquired the security and limitations on who will have access to this line of credit. Mr. Odingbe explained that we would only access this line of credit when and if we ever need it. It is only by automatic transfer. In addition, there are a number of protections built in to limit anyone gaining access. He iterated that he had his own drawbacks until a full investigation was complete.

A Resolution To Authorize The Executive Director To Draw Down Funds For Payment To Perry Township Board of Trustees For Passenger Amenities In Association With The Lincoln Way Corridor Association Beautification Project For A Total Of \$26,900

Mr. Odimgbe noted that SARTA participated with Perry Township for the corridor project on the corner of Tuscarawas and Whipple Ave. Tuscarawas and Whipple. A sidewalk, shelter, and landscape have been installed.

Mr. Bond moved for the adoption of this resolution. Mr. Moore seconded the resolution; motion passed unanimously.

A Resolution Authorizing The Executive Director/CEO Of The Stark Area Regional Transit Authority To Enter Into A Contract With Academy Plaids To Purchase Uniforms For The Transportation Department For An Initial Cost Not To Exceed \$38,000

Mr. Odimgbe stated that we tried to get the uniforms made in America and was unsuccessful. We cancelled bidding for this project because of the lack of participation. Going with Academy Plaids is a little higher, but for the quality it is worth it. Each driver will be fitted versus buying by size.

Mr. Bond moved for the adoption of this resolution. Ms. Fletcher seconded the motion; motion passed unanimously.

News Business

APTA's CEO/Support Training will be in July in Norfolk, VA. This training will focus on improving relationships between the Board and the Executive Director. Attendance is optional.

Adjournment

Nancy adjourned the meeting at 7:58 PM.