

**Stark Area Regional Transit Authority
Board of Trustees Meeting Minutes
November 19, 2008
Gateway Board Room**

Chuck DeGraff called the meeting to order @ 6:00pm.

Attendance

Board (Quorum present)

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

Staff

Charles Odingbe (Executive Director/CEO), Carole Kucynski (Director, Finance & Administration), Teresa Thompson (Director, Transportation), Mark Finnicum (Director, Maintenance), James Warner (Planning & Community Outreach Manager), Christina Wey (HR/Safety Administrator), Tommy Williams (Transportation Manager), Deborah Hill (Finance Manager), Linda Stutler (Customer Service Supervisor), Bobbie Barnett (Customer Service Representative), Tammy Marie Chavers (Executive Assistant)

Legal Counsel

Robert Murphy (Black McCuskey)

Other

Karl Lucas (SCATS)

Approval of Minutes

Meeting ~ October 29, 2008

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

*****Executive Session*****

6:03 – 6:24PM

Personnel Discussion

Ms. Beyers motioned to enter Executive Session.

Mr. Warren seconded the motion. All answered “yes.”

Ms. Kuczynski was asked to stay.

Departmental Reports

- **Transportation** ~ Teresa Thompson (as submitted)
We will be meeting with Tom Hock of PTM, Professional Transit Management, to begin preparations for upcoming negotiations.
- **Maintenance** ~ Mark Finnicum (as submitted)
- **Finance** ~ Carole Kuczynski (as submitted)
Everyone was given a report from CS Corporate. The grants team met with Eric Seabrook from CS Corporate. Ms. Hill is in contact with Mr. Seabrook regularly for updates and necessary correspondence.

Healthcare continues to be the biggest issue for our budget. We are in the process of shopping for healthcare providers. The projected figure for healthcare in 2009 is \$2.6 million.

- **HR/Safety** ~ Christina Wey (as submitted)
Flu shots were made available to employees for \$2. The agency paid \$18/per employee.
- **Planning & Community Outreach** ~ James Warner (as submitted)
All Paratransit buses have the Trapeze system installed. 20% of fixed-routes buses are equipped with this system as well.

Communications from the Executive Director...

Ridership

Paratransit, revenue miles and hours are declining. Everett "Doc" Todd and the Transportation Department were commended for their efforts. Ridership continues to soar on fixed-routes.

Alliance

The Alliance Transfer Center's grand opening will take place on Friday, November 21st.

2009 Budget

The 2009 Budget is ready for approval.

Wellness Program

SARTA plans to invest approximately \$40,000 into the Wellness Program for next year. The purpose of this program is to encourage employees to focus on improving their health. Healthcare costs continue to rise with the leading causes of diabetes, smoking and high blood pressure. Discussion followed.

OTRP

OTRP voted to move the cap for property and liability insurance up to \$10 million per occurrence. We now have more coverage and still pay the same premium.

Blog

The Blog was introduced to the SARTA Board. The Blog will grant SARTA's employees an opportunity to have open and honest communication on an isolated computer line anonymously.

Evaluation

Mr. Odingbe thanked the Board for a favorable evaluation. He promises to deliver his very best to SARTA because it is in his nature.

Vacation

Mr. Odingbe will be out of the country on vacation December 15, 2008 – January 8, 2009. He will be accessible by phone. He has full confidence in his staff to run day to day operations.

Board Nominating Committee

Mr. Bixler was chosen to head the nominating committee. He selected Mr. Macala to assist him. Voting for Board positions will be conducted at the next meeting.

By-Laws

Ms. Beyers and Mr. Macala will re-visit the By-Laws.

Employee Celebration

Board members were invited to attend the Employee Celebration on December 7, 2008 from 6-10pm @ Meyers Lake Ballroom.

Resolutions***A Resolution To Provide Free Fixed-Route Service For Passengers***

Mr. Warren moved to adopt the resolution. Mr. Moore seconded the motion; resolution passed unanimously.

A Resolution To Authorize The Executive Director/CEO To Accept The Quotation From Soehlen Piping Company TO Replace One Of The Gateway Facility Boilers For The Sum Of \$49,880

Mr. Macala moved to adopt the resolution. Ms. Johnson seconded the motion; resolution passed unanimously.

A Resolution To Authorize The Executive Director/CEO To Piggyback On The Contract Between Akron metro RTA And Gillig Inc. For Purchase Of One (1) 29' Low Floor Hybrid Transit Vehicle For \$537, 585

Mr. Warren moved to adopt the resolution. Ms. Fletcher seconded the motion; resolution passed unanimously.

A Resolution To Authorize The Executive Director/CEO To Enter Into Contract With Ports Petroleum For The Purchase Of 540,000 Gallons Of Ultra Low Sulfur Diesel Fuel For \$2.6075 Per Gallon With A 20% Contingency Amount For A Total Not To Exceed 648,000 Gallons

Ms. Fletcher moved to adopt the resolution. Mr. Warren seconded the motion; resolution passed unanimously.

2009 Budget

Mr. Reinhard moved to adopt the resolution. Mr. Warren seconded the motion; resolution passed unanimously.

A Resolution To Amend The Sick Days Language In The Non-Bargaining Employee Handbook

Ms. Fletcher moved to adopt the resolution. Ms. Beyers seconded the motion; resolution passed unanimously.

A Resolution To Promote The "Don't Drink And Drive" Campaign Not To Exceed \$15,000

Mr. Warren moved to adopt the resolution. Ms. Fletcher seconded the motion; resolution passed unanimously.

Executive/Director Contract Addendum

Mr. Warren moved to adopt the resolution. Mr. Macala seconded the motion; resolution passed unanimously.

Adjournment

Mr. Warren moved to adjourn the meeting @ 7:21pm.