

# DELAWARE COUNTY TRANSIT BOARD

## BOARD MEETING

### MINUTES OF August 21, 2009

#### 1) The DCTB Chair called the meeting to order and the roll was taken as follows:

<u>X</u>	Gary Dougherty, Chair
<u>X</u>	Wes Buchanan, Vice Chair
<u>X</u>	Joe Clase
<u>X</u>	Ben Brown, secretary (arrived at 7:25)
<u>X</u>	Boots Sheets
	Magnum Davis (No vote on absencse) Excused
<u>X</u>	Erwin Dugasz
<u>X</u>	Denny Schooley, Executive Director
<u>X</u>	Crystal James, Administrative/Operations Manager
<u>X</u>	Ginny Berry, Executive Assistant
<u>X</u>	Richelle Fout, Financial Analyst

#### 2) Approval of Board Minutes of July 17, 2009. (09-08-01)

It was moved by Wes and seconded by Boots to approve the minutes of the July 17, 2009 Board Meeting. The motion carried. (09-08-01)

#### 3) Operations Report

Crystal had nothing to add to her written report.

#### 4) Financial Reports

Richelle had nothing to add to her written report.

It was moved by Joe and seconded by Wes to approve the financial reports for the month ending July 31, 2009. (09-08-02)

#### 5) Action Items

##### a) Approval to retain consultants with an HR Attorney & Safety professional (09-08-03)

It was moved by Boots and seconded by Joe to approve the HR Attorney & Safety professional (09-08-03)

**b) Approval to participate in State E&D program (09-08-04)**

It was moved by Joe and seconded by Boots to approve the participation in State E&D Program, Ben abstained (09-08-04)

**c) Approval of 2010 Draft Budget (09-08-05)**

Denny presented and explained the draft budget. There was some discussion and ultimately the board felt the draft budget was reasonable and realistic.

It was moved by Boots and seconded by Wes to approve the 2010 Draft Budget, Ben abstained (09-08-05)

**d) Approval to Submit ODOT proposal for CY 2010 (09-08-06)**

It was moved by Joe and seconded by Wes to approve the ODOT proposal for CY 2010, Ben abstained (09-08-06)

**e) Approval to submit a grant application with COA for CY 2010 (09-08-07)**

It was moved by Boots and seconded by Joe to approve the grant application with COA for CY 2010 (09-08-07)

**f) Approval to participate in State of Ohio Cooperative Purchasing Program (09-08-08)**

It was moved by Joe and seconded by Boots to approve the participation in State of Ohio Cooperative Purchasing Program (09-08-08)

**g) Approval of Contracts with DJFS, COA, and Heritage (09-08-09)**

It was moved by Joe and seconded by Erwin to approve the contracts with DJFS, COA, and Heritage (09-08-09)

**h) Approval to remove same day service from service changes (09-08-10)**

It was moved by Boots and seconded by Joe to approve the removal of the same day service from service changes (09-08-10)

**i) Approval to reject Maintenance proposals and re-advertise (09-08-11)**

Denny explained that there was only one proposal submitted and at ODOT's recommendation the proposal should be readvertised to eliminate a sole source procurement.

**It was moved by Wes and seconded by Erwin to approve rejection of the maintenance proposals and re-advertise (09-08-11)**

**6) Discussion Items**

**a) Performance Audits – COA, ODOT & FTA**

Denny stated that the COA audits for both the contract and grant had no findings. He then thanked Crystal and Ginny for their work.

**b) Urbanized Area**

Denny explained that MORPC is now indicating that there is an 80% change we will become an urbanized area and that we need to begin contingency planning now in the event that happens. This will affect our future operational funding. Wes stated that we need to start now to get the commissioners in the loop.

**c) Rail Quick Start**

Chuck told the board about the start up rail meeting he attended. He shared that Delaware was not listed as a stop and also rail freight lines were shared with the proposed passenger lines creating longer ride times. Wes and Erwin strongly encouraged someone from the county to attend the next meeting in September and any future meetings.

**7) Adjourn**

- i) There being no further business to transact, Boots moved to adjourn the meeting with Gary seconding the motion. Meeting was adjourned.**
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