

**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL
TRANSPORTATION
BOARD OF DIRECTORS MEETING**

APPROVED MINUTES – March 23, 2017

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, March 23, 2017 at 2:00 PM. The meeting was held at the Buhl Building, 535 Griswold, Suite 600, Detroit, MI 48226.

ATTENDANCE

- | | | |
|------------------------------------|---------------|------------------------------|
| SMART Board of Directors: | Chairman | Mr. Gerald Poisson |
| | Vice-Chairman | Mr. Abdul Haidous |
| | | Mr. Robert Daddow |
| | | Mr. Khalil Rahal |
| | | Mr. John Paul Rea |
| | | Ms. Melissa Roy |
| SMART Absent Board Members: | | Mr. Royce Maniko |
| SMART Board Secretary: | | Ms. Tiffany Martin-Patterson |
| SMART General Manager: | | Mr. John Hertel |
| SMART Staff Present: | | Ms. Colleen Astalos |
| | | Mr. Fred Barbret |
| | | Mr. Robert Cramer |
| | | Mr. Andrew Dodt |
| | | Mr. Stephen Dobbins |
| | | Mr. Mel Evans |
| | | Mr. John Foster |
| | | Ms. Karen Foster |
| | | Mr. Avery Gordon |
| | | Ms. Melissa Hightower |
| | | Mr. Ian Holme |
| | | Mr. Justin Miller |
| | | Mr. Darrell Taylor |
| | | Mr. Keith Taylor |
| | | Ms. Patty Waling |
| | | Ms. Brenda Ynclan |

Public Registered:	Motor City Freedom Riders	Mr. Joel Batterman
	AECOM	Mr. Josh Books
	WSP	Mr. Dan Beard
	Passenger	Mr. Eugene Conway

1. Call to Order

Chairman Gerald Poisson called the meeting to order at 2:10 PM.

A) Pledge of Allegiance

2. Roll Call

Present: Chairman Gerald Poisson, Vice-Chairman Abdul Haidous, Mr. John Paul Rea, Mr. Khalil Rahal, Ms. Melissa Roy and Mr. Robert Daddow

Absent: Mr. Royce Maniko

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, to approve the Agenda for March 23, 2017.

DISCUSSION

None

VOTE: All in attendance voted in the affirmative. **THE MOTION CARRIED.**

4. Certification of Public Notice

The Secretary read the Public Notice into the record.

5. Minutes

A. Meeting Minutes for February 23, 2017

MOTION: Moved by Mr. Abdul Haidous seconded by Mr. John Paul Rea to approve the Board Meeting minutes from February 23, 2017.

DISCUSSION:

None

6. Public Participation

Chairman Poisson declared the meeting open for Public Participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

Chairman Poisson informed the Board that legislation in Washington is considering a substantial cut in transportation funding.

8. General Manager's Report

DISCUSSION:

Mr. Hertel reported on the following:

- Met with Buhl Building to kick off the office space improvements included in lease renewal.
- Finalized third Reflex Agreement negotiation with RTA, approved by RTA Board, ready for SMART Board consideration.

Retirements in January, 2017:

- 1 Fixed Route Driver will retire in March, 2017

Filled Positions:

- 1 Support Analyst
- 1 Telephone Information Operator
- 3 Customer Service Operators
- 2 Mechanics
- 1 Assistant Mechanic
- 1 Part-Time Vault Puller

Mr. Hertel presented Years of Service Certificates to the following employees:

25 Years

- Michael Billingslea - Fixed Route Driver, Macomb Terminal
- Leenette Daniels - Fixed Route Driver, Oakland Terminal
- Erma Hester - Data Clerk Technician, Macomb Terminal
- Alonzo Windham - Fixed Route Driver, Oakland Terminal

30 Years

- Debra Waddell - Vault Puller, Macomb Terminal

9. New Business

A. Resolution: Authorization to Execute an Agreement with the RTA for Reflex Service through June 30, 2017

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Melissa Roy, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to execute a Pass-Through Agreement with the RTA for Reflex Service along Gratiot through June 30, 2017. The value of the agreement is estimated to be \$703,464.00

DISCUSSION:

Mr. Daddow questioned how often would the agreement with the RTA be submitted considering the RTA millage failed. Mr. Cramer explained SMART had originally planned for a longer agreement but because of the uncertainty of the CMAQ funding and continued discussion on how to calculate the lost rides factor, it made sense to have an additional single quarter agreement however, the goal is to have a longer agreement in place. Mr. Hertel then stated he has informed the RTA that the Reflex service will not continue if the funding is not available.

Mr. Daddow also wanted to know if the ridership on the Reflex was what SMART expected. Mr. Cramer informed the Board that it is below the 20% SMART expected.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

B. Resolution: Approval of Interlocal Agreement Between the City of Monroe and Frenchtown Township Creating the Lake Erie Transit Commission

MOTION: Moved by Ms. Melissa Roy, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation hereby approves the Interlocal Agreement by and between Frenchtown Township and the City of Monroe, executed February, 2017 and set to expire on February 11, 2023.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

C. Resolution: Authorization to Approve a Change Order for Additional Environmental Sampling Analysis and Reporting

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Robert Daddow, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a change order for additional environmental sampling, analysis and reporting to Tetra Tech for an amount not to exceed \$5,019.00.

DISCUSSION:

Chairman Poisson asked if there was a need to have a reserve for a greater clean up in the future. Mr. Cramer stated “no” the MDEQ has requested additional testing in the past and their request for additional testing is not unusual.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

D. Resolution: Authorization to Purchase One 29 ft. El Dorado National Medium Duty Bus for Lake Erie Transit Commission (LETC)

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to purchase one 29 foot El Dorado national medium duty bus for (LETC) from Hoekstra Transportation, Inc. The total value of the purchase is \$140,119.00.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

E. Resolution: Authorization to Purchase Twelve 27'-32' Small Buses for Community Transit Agencies

MOTION: Moved by Ms. Melissa Roy, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to purchase twelve 27'- 32' buses from Hoekstra Transportation, Inc. The total value of the purchase is \$1,494,758.00.

DISCUSSION:

Mr. Haidous asked if all the busses will utilize the same kind of fuel. Mr. Cramer stated that all the busses have diesel engines.

Chairman Poisson asked if the wheelchair lifts on the new busses were more reliable. Mr. Cramer informed the Board that the new busses will have wheelchair lifts and the maintenance on the lifts is minimal.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

F. Resolution: Appointment to the Budget Committee of the SMART Board of Directors

MOTION: Moved by Mr. Abdul Haidous, seconded by Ms. Melissa Roy, that the SMART Board Chairman has appointed: Mr. Robert Daddow, Oakland County, Mr. John Paul Rea, Macomb County and Mr. Khalil Rahal, Wayne County to the Budget Committee.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

G. Resolution: Authorization to Award a Contract for Optical Insurance and Safety Glasses

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation authorizes the General Manager to award a contract for the purchase of an optical benefit insurance and safety glasses program to SVS Vision. The amount of the contract will vary from year-to-year depending on fluctuations in number of employees and their dependents. The total amount of the contract for the initial three-year term is estimated to be \$177,723 based on a rate of \$6.37 per employee per month, and the five-year term is estimated to be \$297,500, based on a rate of \$6.44 per employee per month for each of the two one-year options.

DISCUSSION:

Chairman Poisson requested an explanation of why only 30% – 50% of employees utilize the safety glasses. Mr. Gordon explained that not all safety sensitive employees are required to wear safety glasses.

Mr. Haidous asked if there were extra glasses available for visitors. Mr. Gordon stated there is a different version of safety glasses for visitors which are purchased on a different contract.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

10. Board Member Business

DISCUSSION:

None

Adjournment

There being no further business to come before the Board, upon motion duly made by Board member Mr. John Paul Rea, seconded by Mr. Abdul Haidous, and unanimously carried, the meeting adjourned at 2:47 PM.

Respectfully submitted,

Tiffany C. Martin-Patterson
Secretary to the Board of Directors