

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

APPROVED MINUTES – February 25, 2016

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, February 25, 2016 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	Ms. Melissa Roy
	Vice-Chairman	Mr. Gerald Poisson
		Mr. Rudy Hobbs
		Mr. Robert Daddow
		Mr. John Paul Rae
		Mr. Abdul Haidous

Absent Board Member: Mr. Royce Maniko

SMART Board Secretary: Ms. Tiffany Martin

SMART General Manager: Mr. John Hertel

SMART Staff Present:

- Ms. Colleen Astalos
- Mr. Fred Barbret
- Mr. Ron Beier
- Mr. Chuck Couwlier
- Mr. Austin Colson
- Mr. Robert Cramer
- Mr. Steve Dobbins
- Mr. Melvin Evans
- Mr. John Foster
- Ms. Karen Foster
- Mr. Avery Gordon
- Ms. Melissa Hightower
- Mr. Austin Michaels

- Mr. Keith Taylor
- Ms. Madonna Van Fossen
- Ms. Patty Waling
- Ms. Brenda Ynclan

Public Registered:

WSU

Mr. Brent Glass

1. Call to Order

Chairman Melissa Roy called the meeting to order at 2:01 PM.

A) Pledge of Allegiance

2. Roll Call

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

Excused Absence: Mr. Royce Maniko

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board adopt the agenda for the February 25, 2016 Board meeting.

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

Board Meeting Minutes for January 28, 2016

MOTION: Moved by Mr. Gerald Poisson seconded by Mr. Rudy Hobbs to approve the amended Board Meeting minutes from January 28, 2016

DISCUSSION:

None

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

6. Public Participation

Vice Chairman Poisson declared the meeting open for public participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

Chairman Melissa Roy informed the Board of the following:

- Ms. Roy reminded the Board and Staff of the RTA's millage campaign this year
- She attended a panel discussion at the Detroit Policy Conference with the Detroit Regional Chamber of Commerce. During the panel discussion she supported SMART's effective deployment of resources.
- She thanked SMART's Staff for all of their hard work.

8. General Manager's Report

DISCUSSION:

Mr. Hertel thanked Chairman Roy for her support at the Detroit Policy Conference. He then reported on the following:

- Continued work with the Buhl Building on the lease renewal proposal, continued research on new lease options for SMART's administrative offices
- SMART and DDOT made a joint presentation to the RTA for joint cooperative service on Gratiot and Woodward
- Final FTA documents were submitted to the FTA
- Sponsored the Martin Luther King Dinner Celebration
- Driver recruitment is on Facebook
- Attended the drivers training class for new SMART Drivers and stressed the importance of safety

Filled Positions:

- 1 Planner
- 1 Dispatcher/Inspector
- 1 Maintenance Supervisor
- 1 Mechanic

- 1 Electronic Equipment Repairperson
- 3 Assistant Mechanics

Chairman Roy asked if there was any discussion on modifying the actual proposal for service on Gratiot and Woodward. Mr. Hertel informed the Board he spoke with Mr. Dirk, DDOT's General Manager. He is waiting on a response from the RTA.

Chairman Roy stated she is interested in development of further discussions regarding service on Woodward and Gratiot. She also stated the delivery of service and image should be consistent or surpass what SMART has done in the past. She stated the rider's experience is important in the process.

9. New Business

A. Resolution: Authorization to Award a Contract to Purchase 13 Replacement Propane Fueled Cutaway Buses

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to purchase 13 propane fueled cutaway buses for direct operations. The vehicles will be purchased under a cooperative purchasing agreement through the Michigan Delivering Extended Agreements Locally. The total cost for these vehicles is \$1,062,939.

DISCUSSION:

None

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

B. Resolution: Authorization to Purchase Two 29 ft. Low Floor Hybrid Buses for Lake Erie Transit Commission (LETC)

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Robert Daddow, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation is hereby authorized to purchase Low Floor Hybrid buses for LETC with Gillig LLC. The total value of purchase is \$1,268,708.

DISCUSSION:

None

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

C. Resolution: Authorization to Award a Contract to Purchase 30 Replacement Diesel Cutaway Buses

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Gerald Poisson, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation is hereby authorized to purchase 30 diesel cutaway buses for CPP. The vehicles will be purchased under a cooperative purchasing agreement through the Michigan Delivering Extended Agreements Locally. The total cost for these vehicles is \$2,296,800.

DISCUSSION:

Mr. Haidous asked if the old buses will be retired, if not can we utilize them to add service. Mr. Hertel & Mr. Keith Taylor informed the Board the aged buses are costly to operate and will be auctioned off.

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

D. Resolution: Authorization to Purchase Firewall and Supporting Software

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 hereby authorizes the General Manager to extend, at the discretion of SMART each year, a contract for the purchase of firewall equipment and software maintenance agreements with AmeriNet for up to one year. The total estimated cost for the one-year period is \$36,308.00.

DISCUSSION:

Chairman Roy asked if AmeriNet was the only company that bid. Mr. Cramer informed the Board AmeriNet was the only vendor that was compatible with SMART's other two firewalls.

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

E. Resolution: Approval of Amended Disadvantage Business Enterprise (DBE) Policy Statement and Updated DBE Program Manual

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation approves and adopts the attached DBE Policy Statement and DBE Program Manual.

DISCUSSION:

Mr. Poisson asked Mr. Hobbs if his issues with the agenda item presented last month were addressed. Mr. Hobbs informed the Board that they were addressed by SMART's staff; however there are a few minor changes that should be implemented.

Mr. Hertel informed the Board a list was created indicating the efforts undertaken by SMART to solicit more DBE's, he offered the list to the Board.

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

10. Executive Session

Roll Call

Present: Chairman Melissa Roy, Vice-Chairman Gerald Poisson, Mr. Abdul Haidous, Mr. Robert Daddow, Mr. Rudy Hobbs and Mr. John Paul Rae.

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation **proceed into** Executive Session to discuss the negotiations for our collective bargaining.

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

DISCUSSION:

Confidential

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

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Jerry Moffitt, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby authorizes the move to **proceed out** of Executive Session.

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

11. Board Member Business

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby authorizes the General Manager to instruct Avery Gordon, General Counsel, to prepare instructions for SMART's staff on the RTA millage campaign.

DISCUSSION:

Mr. Poisson requested Mr. Hertel confer with Mr. Gordon regarding the RTA's millage term.. He wanted to be sure SMART's staff understood and was instructed in the limitations imposed by the Amendments to the Campaign Finance Act. Assuming the RTA has a millage campaign in November, SMART should remain quiet during the RTA's campaign.

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

Adjournment

There being no further business to come before the Board, upon motion duly made by Board member Mr. Gerald Poisson, seconded by Mr. John Paul Rea, and unanimously carried, the meeting adjourned at 2:43 PM.

Respectfully submitted,

Tiffany C. Martin
Secretary to the Board of Directors