

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

APPROVED MINUTES – March 24, 2016

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, March 24, 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. Robert Daddow
		Mr. John Paul Rea
		Mr. Abdul Haidous
Absent Board Members:		Mr. Royce Maniko
		Mr. Rudy Hobbs
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. Robert Cramer
		Mr. Melvin Evans
		Mr. John Foster
		Ms. Karen Foster
		Mr. Avery Gordon
		Ms. Melissa Hightower
		Mr. Leonard Jones
		Mr. Darrell Taylor
		Mr. Keith Taylor
		Ms. Madonna Van Fossen
		Ms. Brenda Ynclan
Public Registered:	Passenger	Mr. Eugene Conway

1. Call to Order

Chairman Melissa Roy called the meeting to order at 2:06 PM.

A) Pledge of Allegiance

2. Roll Call

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

Excused Absence: Mr. Royce Maniko and Mr. Rudy Hobbs

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board amend the agenda for March 24, 2016 to add the Appointments to the Budget Committee as Item A, under New Business and the Authorization to negotiate and execute a Lease Extension for the SMART administrative office, under Executive Session.

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 February 25, 2016

MOTION: Moved by Mr. Abdul Haidous seconded by Mr. Robert Daddow to approve the Board Meeting minutes from February 25, 2016.

DISCUSSION:

None

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

Executive Session Meeting Minutes for February 25, 2016

MOTION: Moved by Mr. Gerald Poisson seconded by Mr. Abdul Haidous to approve the Executive Session Meeting minutes from February 25, 2016

DISCUSSION:

None

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

6. Public Participation

Chairman Roy declared the meeting open for public participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

Chairman Roy stated that over the last couple of weeks she has seen the roll-out of the RTA's campaign efforts and is concerned about their messaging.

She reminded Staff how impressed and proud she was of SMART and the improvements that have been made to DDOT's system and the ongoing coordination that has been facilitated by Mr. Hertel and Mr. Dirks. She stated in order for us to have a full, successful Regional Transit Authority (RTA) and any improvements associated with that, we all need to be on the same team, and it will not behoove us to insult one another. She thanked all the members of the staff and encouraged SMART to continue to work with the RTA to make sure their messaging is more positive and clear in the future.

8. General Manager's Report

DISCUSSION:

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

- Continued work with Buhl Building on lease renewal proposal, continued research on new lease options for SMART administrative offices.

- Continued work with SMART and DDOT staff on details of refleX service and implementation schedule.

Filled Positions:

- Maintenance Coordinator & Trainer
- Telephone Information Operator
- Data Clerk Technician
- Assistant Mechanic
- 3 Coach Service Attendants

Service Awards were presented to the following SMART employees:

James Detmer	Coach Operator	Macomb	25
Laura Duson	Connector Bus Operator	Wayne	25
Gwendolyn Hunter	Connector Bus Operator	Oakland	25
Kelly Ouellette	Coach Operator	Wayne	25
Krishna Chandoo	Assistant Mechanic	Macomb	30
Michael Eason	Maintenance Coordinator and Trainer	Oakland	30
Robert Shelton	Assistant Mechanic	Macomb	30
Andrew Thorner	Manager of Planning	Downtown	30
Edward Bellant	Assistant Mechanic	Oakland	35
Phillip Fields	Assistant Mechanic	Oakland	35
Michael Foerster	Maintenance Supervisor	Macomb	35
John McConnell	Assistant Mechanic	Oakland	35
Veda Pernell	Coach Operator	Macomb	35
Stephen Dobbins	Director of Transportation	Macomb	35
Colleen Astalos	Director of Human Resources	Downtown	35

9. Financial Report

2nd Quarter Financial Report

DISCUSSION:

None

10. New Business

A. Resolution: Appointments to the Budget Committee of the SMART Board of Directors

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby approves the appointment of Mr. Robert Daddow, Oakland County, Mr. Rudy Hobbs, Wayne County and Mr. John Paul Rea, Macomb County to the Budget Committee of the SMART Board of Directors and to conduct the Budget Committee meeting on Thursday, April 28th at 1:00 PM.

DISCUSSION:

None

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

B. Resolution: Authorization to Award a Purchase Order Authorization (POCA) for Shop Rags

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a POCA to the requirements contract for the provision of shop rags from JEM Industries. The current contract expires April 30, 2017. The amount of the change order is to be \$31,248.

DISCUSSION:

Mr. Poisson asked why was SMART utilizing more shop rags then it did in the past, and what was the criteria for determining the quantity of the order?

Mr. Cramer stated that the criteria was set from past usage and the buses are becoming older which require more cleaning.

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

C. Resolution: Authorization to Award a Contract for SMART's Wayne Terminal Parking Lot Concrete Reconstruction

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 is hereby authorized to award a contract for reconstruction of the Wayne Terminal parking lot to Hartwell Cement Company for the amount of \$809,447.

DISCUSSION:

Mr. Haidous asked if the grant was funding 100% of the project. Mr. Cramer informed the Board it is 80% Federal funding 20% State funding.

Chairman Roy asked if the contract would complete the project. Mr. Cramer stated “Yes”.

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

D. Resolution: Authorization to Approve a Change Order to the 59 Gillig Fixed Route Bus Build

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a change order in the amount of \$954,502 for the purchase of the 59 Fixed Route buses with Gillig LLC. The new total value of the purchase would be \$25,644,822.

DISCUSSION:

Mr. Rea confirmed that the system upgrades will ensure the buses would integrate into SMART’s current fleet and operations. Mr. Cramer’s response was “Yes”.

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

11. Executive Session

Roll Call

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

A. 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 Board to **proceed into** Executive Session to discuss negotiations for our collective bargaining, pending litigations and real estate matters.

B. 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 authorize Avery Gordon to proceed with his recommendation to settle contract litigation and vehicle liability litigation.

DISCUSSION:

None

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

- C. MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby authorizes the General Manager to conclude the negotiations with the Lessor and execute a Lease Agreement extending the lease term for an additional ten (10) years.

DISCUSSION:

None

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

- D. MOTION:** Moved by Mr. Abdul Haidous, seconded by Mr. Gerald Poisson, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby authorize the General Manager, John Hertel and Manager of Marketing and Communication, Beth Gibbons to create a draft communication relating to the Regional Transit Authority (RTA) for the Board to review.

DISCUSSION:

None

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

- E. AMENDED MOTION # (3):** Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby authorizes the General Manager to conclude the negotiations with the Lessor and execute a Lease Agreement extending the lease term an additional ten (10) years **in conformance with the discussion in Executive Session.**

DISCUSSION:

Mr. Gordon informed Chairman Roy that there has been an issue raised concerning the Motion as it relates to the lease of the building; it may have been only to negotiate and not execute. According to the conversation had in Executive Session he asked Chairman Roy to request a Friendly Amendment to the Motion to include execution of the agreement.

Mr. Rea amended the Motion to negotiate and execute a lease extension for the SMART's Administrative Offices.

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

F. MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, 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.**

12. Board Member Business

DISCUSSION:

None

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 3:17 PM.

Respectfully submitted,

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