

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

**PROPOSED MINUTES – April 27, 2017**

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, April 27, 2017 at 2:00 PM. The meeting was held at the Buhl Building, 535 Griswold, Suite 600, Detroit, MI 48226.

**ATTENDANCE**

- |                                  |               |                              |
|----------------------------------|---------------|------------------------------|
| <b>SMART Board of Directors:</b> | Chairman      | Mr. Gerald Poisson           |
|                                  | Vice-Chairman | Mr. Abdul Haidous            |
|                                  |               | Mr. Robert Daddow            |
|                                  |               | Mr. Royce Maniko             |
|                                  |               | Mr. Khalil Rahal             |
|                                  |               | Mr. John Paul Rea            |
|                                  |               | Ms. Melissa Roy              |
| <br>                             |               |                              |
| <b>SMART Board Secretary:</b>    |               | Ms. Tiffany Martin-Patterson |
| <br>                             |               |                              |
| <b>SMART General Manager:</b>    |               | Mr. John Hertel              |
| <br>                             |               |                              |
| <b>SMART Staff Present:</b>      |               | 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        |
|                                  |               | Ms. Lynette Hurt             |
|                                  |               | Mr. Darrell Taylor           |
|                                  |               | Ms. Madonna Van Fossen       |
|                                  |               | Ms. Malinda Westbrook        |
|                                  |               | Ms. Brenda Ynclan            |

**Public Registered:**

Mackinaw Admin.  
Passenger  
Passenger

Mr. Bill Brown  
Mr. Eugene Conway  
Mr. Ulyses Mouzon

**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. Royce Maniko, Mr. Khalil Rahal, Ms. Melissa Roy and Mr. Robert Daddow

**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 April 27, 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 March 23, 2017**

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

**DISCUSSION:**

None

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

## **6. Public Participation**

Chairman Poisson declared the meeting open for Public Participation.

### **DISCUSSION:**

➤ **Mr. Ulyses Mouzon**

Mr. Mouzon voiced his concerns regarding scheduled connecting times of the Woodward 450 and the 13/14 Mile 760. He also requested Sunday service be added to these routes. Chairman Poisson requested the Mr. Cramer and SMART's Oakland County Ombudsman follow up with Mr. Mouzon.

## **7. Chairman's Report**

### **DISCUSSION:**

None

## **8. General Manager's Report**

### **DISCUSSION:**

Mr. Hertel reported on the following:

- Worked with Finance Director to finalize draft FY2018 Overall Budget.
- Met with DDOT and M-1 Rail staff multiple times about coordinating QLine service, including transfers, operational procedures, driver training, familiarization, and fares.
- Working with legal, planning and marketing to formalize the "Art in SMART" program to allow communities to 'adopt' older style shelters and add displays and other enhancements.
- 1 Fixed Route training class for 14 drivers on March 27, 2017

Retirements in January, 2017:

- 1 Fixed Route Driver and 1 Customer Service Operator will retire in April, 2017

Filled Positions:

- Dispatcher/Inspector
- Grant Analyst
- Requisition Specialist
- Finance Assistant

Mr. Hertel presented a Years of Service Certificate to:

**30 Years**

- Melissa Hightower - Macomb County Ombudsman

**9. New Business**

**A. Resolution: Authorization to Award a Contract for Body Repairs for Cut-Away Buses and Fleet**

**MOTION:** Moved by Mr. John Paul Rea, seconded by Mr. Abdul Haidous, that the Board adopts the attached resolution authorizing the General Manager to award a contract for body repairs for cut-away buses and fleet vehicles to Elder Ford for three years with two renewal options of one year each. The maximum amount of the contract in the first year is estimated at \$100,000. The maximum total for the base three-year term is estimated at \$300,000. The maximum five-year total is estimated at \$500,000.

**DISCUSSION:**

Mr. Maniko asked why there was a 10% mark-up from Ford. Mr. Cramer stated the 10% was for parts.

Chairman Poisson asked if there were before and after pictures taken to make sure the repairs were made. He wanted to know if it was part of SMART's contract. Mr. Gordon stated he was sure that the process had been reviewed for the contract.

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

**B. Resolution: Authorization to Award a Contract to Transfer Onboard Electronic Equipment to 80 New Fixed Route Buses**

**MOTION:** Moved by Mr. Abdul Haidous, seconded by Mr. Royce Maniko, that the General Manager of Suburban Mobility Authority for Regional Transportation (SMART) is hereby authorized to award a contract for the transfer of onboard electronic equipment to Amcomm Telecom. The total amount of the contract is estimated to be \$135,000.00.

**DISCUSSION:**

None

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

**C. Resolution: Authorization to Award a Contract to Purchase Solar Bus Shelters, Benches and Trash Receptacles**

**MOTION:** Moved by Ms. Melissa Roy, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation (SMART) is hereby authorized to award a firm, fixed-price contract to purchase 60 solar bus shelters, 60 benches and 60 trash receptacles from Brasco International Inc. The total amount of the contract is \$490,500.00.

**DISCUSSION:**

Mr. Rea wanted to know when the new bus shelters, benches and trash receptacles would be installed. Mr. Cramer informed the Board they will be installed during the summer of this year.

Mr. Maniko asked where the solar shelters were produced and if they will have the capability for advertising. Mr. Cramer informed the Board that the shelters are manufactured in Madison Heights and SMART does not allow advertising in the bus shelters.

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

**D. Resolution: Authorization to Approve a Change Order for Additional Fuel Tank Repairs**

**MOTION:** Moved by Ms. Melissa Roy, 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 fuel system repairs to Phoenix Environmental for an amount not to exceed \$19,592.67.

**DISCUSSION:**

Mr. Cramer stated the State of Michigan Licensing and Regulatory Affairs (LARA) conducted a facility inspection on the underground storage tanks at the Wayne Terminal. There were issues found. LARA gave SMART until May 5<sup>th</sup> to make the repairs.

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

#### **E. Resolution: Authorization to Award a Contract for Air Conditioning Parts New for Flyer Fixed Route Buses**

**MOTION:** Moved by Ms. Melissa Roy, seconded by Mr. Abdul Haidous, that the General Manager award a contract for air conditioning parts to the Aftermarket Parts Company, LLC. The total amount of the contract is \$121,806.39.

**DISCUSSION:**

Ms. Roy asked why the air conditioning on the buses is not working. Mr. Cramer stated the buses in question are the old DDOT buses transferred to and refurbished by SMART. Upon receipt of the buses, it was not apparent that the air conditioning was inoperable. Once the buses became drivable again, it became obvious that the air conditioning did not work and therefore needed to be repaired.

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

#### **F. Resolution: 2<sup>nd</sup> Quarter Financial Report**

**MOTION:** Moved by Mr. Abdul Haidous, seconded by Ms. Melissa Roy, that the SMART Board Secretary receive and file the 2<sup>nd</sup> Quarter Financial Report.

**DISCUSSION:**

Mr. Foster informed the Board that SMART remains on track. SMART is increasing the yearly contribution to the pension and OPEB liabilities from \$106 million to \$134 million.

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

#### **10. Board Member Business**

**DISCUSSION:**

Mr. Daddow stated the Budget Committee approved the FY2018 Budget to be presented to the full Board at the May 25<sup>th</sup> Board meeting. He also thanked Mr. Foster, Director of Finance and his Staff for their work on the Budget.

**Adjournment**

There being no further business to come before the Board, upon motion duly made by Board member Mr. Abdul Haidous, seconded by Mr. Royce Maniko, and unanimously carried, the meeting adjourned at 2:45 PM.

Respectfully submitted,

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