

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

PROPOSED MINUTES – August 25, 2016

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, August 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
Vice-Chairman

Ms. Melissa Roy
Mr. Gerald Poisson
Mr. Robert Daddow
Mr. Ruby Hobbs
Mr. Royce Maniko
Mr. John Paul Rea

Absent:

Mr. Abdul Haidous

SMART Board Secretary:

Ms. Tiffany Martin-Patterson

SMART General Manager:

Mr. John Hertel

SMART Staff Present:

Ms. Colleen Astalos
Mr. Fred Barbret
Ms. Michelle Busuito
Ms. Lauri Cowhy
Mr. Robert Cramer
Ms. Beverly Crockett
Mr. Stephen Dobbins
Mr. Mel Evans
Mr. John Foster
Mr. Steve Giebel
Mr. Avery Gordon
Ms. Melissa Hightower
Mr. Joni Hyska
Mr. Darrell Taylor
Mr. Keith Taylor
Ms. Madonna Van Fossen
Ms. Malinda Westbrook
Ms. Brenda Yncian

Public Registered:

Passenger

Mr. Eugene Conway

1. Call to Order

Chairman Melissa Roy called the meeting to order at 2:03 PM.

A) Pledge of Allegiance

2. Roll Call

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

Absent: Mr. Abdul Haidous

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Gerald Poisson, that the Board remove the Pending Litigation Matter from Executive Session and replace it with Legal Opinion.

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. Corrected Board Meeting Minutes for June 23, 2016

MOTION: Moved by Mr. Robert Daddow seconded by Mr. Royce Maniko to receive and file the Corrected Board Meeting minutes from June 23, 2016.

1

DISCUSSION:

None

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

B. Executive Meeting Minutes for July 28, 2016

MOTION: Moved by Mr. Gerald Poisson seconded by Mr. John Paul Rea to receive and file the Executive Committee Meeting minutes from July 28, 2016.

DISCUSSION:

None

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

C. Board Meeting Minutes for July 28, 2016

MOTION: Moved by Mr. John Paul Rea seconded by Mr. Royce Maniko to receive and file the Board Meeting minutes from July 28, 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 thanked Staff for their hard work.

8. General Manager's Report

DISCUSSION:

Mr. Hertel reported on the following:

- Continued analysis of the RTA Master Plan and participation in public meetings.
- Continued coordination with DDOT and RTA on Reflex; starting service September 5th.
- Assisting effort to edit and present funding agreement for Reflex.
- Presented Big Beaver Shuttle concepts to Troy Chamber of Commerce Hospitality Committee.
- New bus update as of 7/28/16:
 - 29 DDOT busses on the road (other 10 equipped but waiting for AC parts from manufacturer)
 - 53 New GILLIG busses on the road (all 59 now received)
 - 13 new propane-fueled Connector busses have arrived and are being inspected and outfitted.
- Filled Positions:
 - Dispatcher/Inspector (filled by internal candidate Mya Brown)
 - 3 Service Lane Supervisors
 - Data/MMIS Technician
 - 2 Assistant Mechanics
 - Customer Service Operator

9. New Business

A. Resolution: Selection of the Nominating Committee

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Rudy Hobbs, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART), hereby approved the appointment of the Nominating Committee to consist of Mr. John Paul Rea, Macomb County, Mr. Rudy Hobbs, Wayne County and Mr. Robert Daddow, Oakland County.

DISCUSSION:

None

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

B. Resolution: FY2017 Unified Work Program

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Authority's FY2017 Unified Work Program referred to herein is approved and that John Hertel, General Manager of the Suburban Mobility Authority for Regional Transportation is authorized to execute a negotiated project agreement with SEMCOG for \$312,555 of

FTA Section 8 technical studies funds; represent that \$69,308 is available for the local match of these funds; and to negotiate, as may be required, the scope, cost, emphasis, etc. of the content of this program.

DISCUSSION:

There were questions concerning the distribution of the funding. Mr. Cramer explained to the Board the funding is passed through MPO to SEMCOG.

Mr. Maniko requested a conversation with Mr. Hertel and Staff regarding funding from SEMCOG to TMACOG and how some of the funding could be utilized for transit in Bedford.

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

C. Resolution: Authorization to Award a Requirements Contract for Leased Tires and Related Services

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 award a requirements contract for lease tires and related services to Michelin. The contract is for a three-year term with two renewal options of one year each. The annual cost of the contract is estimated to be \$1,800,000. In option years one and two the annual costs are estimated to be \$661,000 and \$694,000, respectively. The addition of both options increase the contract amount to an estimated \$3,155,000,00.

DISCUSSION:

Mr. Hobbs asked if Michelin was a corporation and if they owned individual garages. Mr. Cramer confirmed this.

Mr. Maniko questioned the close scoring between Michelin and Goodyear, and why Staff did not choose Goodyear with the lower bid. Ms. Westbrook, Procurement Manager explained Michelin offered newer technology which makes it easier for SMART to track usage and dollar amounts spent.

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

D. Resolution: Authorization for Interim Contract for the Purchase of Brake Kits

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 award an interim contract for brake kits to Truck Trailer Transit (Axletech, LLC). The value of the contract until October 31, 2016 is estimated to be \$40,000.00.

DISCUSSION:

Mr. Poisson asked what parts were reduced to save money. Mr. Cramer explained the brake kits include a set number of parts, when the kits are opened there may be some parts that do not need to be replaced therefore this leaves extra parts. The new kits are reduced to the parts that are actually utilized.

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

E. Resolution: Authorization to Award a Contract for AVL Hardware to Clever Devices

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Rudy Hobbs, that the General Manager of the Suburban Mobility Authority for Regional Transportation (SMART), is hereby authorized to award a requirements contract for AVL Hardware to Clever Devices, Inc. in the amount of \$174,046.00.

DISCUSSION:

Mr. Maniko asked where Clever Devices was located. Mr. Cramer stated New York.

Mr. Daddow asked if the software will be able to communicate with the RTA, Ann Arbor Transit and DDOT. Mel Evans, IT Manager informed the Board SMART and Ann Arbor currently have Clever Devices software and DDOT is utilizing SMART's old software. SMART will utilize a standard data format to have the information displayed on a website or App.

Mr. Rea offered Mr. Evans assistance from Macomb County Traffic Operations Center to help coordinate technical service.

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

F. Resolution: Authorization to Award a Contract for Computer Servers & Software

MOTION: Moved by Mr. Royce Maniko, 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 the purchase of computer servers and software from PCM-G Global. The amount of the contract is estimated at \$58,994.00.

DISCUSSION:

Chairman Roy asked where PCM-G Global is located. Mr. Cramer was not sure.

Mr. Rea asked if SMART would have to bring PCM-G employees in to help maintain the servers. Mr. Evans informed the Board that SMART will be purchasing the servers and licensing from them. The products are Dell based, they will warrant the hardware. The software is Microsoft based, they will warrant and support the software and all updates will come from Microsoft. SMART's AVL will still be managed by Clever Devices.

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

G. Resolution: Authorization to Execute Sub Recipient Agreement with the RTA for Reflex Service

MOTION: Moved by Mr. Daddow, seconded by Mr. Royce Maniko, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation postpone the Authorization to Execute the Sub Recipient agreement with the RTA for Reflex Service to a date certain..

DISCUSSION:

A brief discussion was had.

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. Robert Daddow, Mr. Royce Maniko, Mr. Rudy Hobbs and Mr. John Paul Rea.

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 a legal opinion and negotiations for our collective bargaining.

VOTE: All in attendance voted in the affirmative after the Roll Call vote.

THE MOTION CARRIED.

Legal Opinion

DISCUSSION:

Confidential

Union Negotiations

DISCUSSION:

Confidential

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 move to **proceed out** of Executive Session.

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

11. Board Member Business

DISCUSSION:

Mr. Maniko stated Bedford Township was successful with their mileage renewal.

The Board scheduled a Nominating Committee meeting on Thursday, September 22, 2016 at 1:45 PM.

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 3:35 PM.

Respectfully submitted,



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