

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

APPROVED MINUTES – January 25, 2018

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, January 25, 2018 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. Abdul Haidous
Vice-Chairman	Mr. John Paul Rea
	Mr. Robert Daddow
	Mr. Royce Maniko (via conference call)
	Mr. Gerald Poisson
	Mr. Khalil Rahal

Excused Absence: Ms. Melissa Roy

SMART Board Secretary: Ms. Tiffany Martin-Patterson

SMART General Manager: Mr. John Hertel

SMART Staff Present:

Ms. Colleen Astalos
Mr. Fred Barbret
Mr. Ron Beier
Mr. Robert Cramer
Mr. Stephen Dobbins
Ms. Karen Foster
Ms. Beth Gibbons
Mr. Avery Gordon
Mr. Dustin Hagfors
Ms. Melissa Hightower
Mr. Ian Holme
Ms. Lynette Hurt
Ms. Carmen Morgan
Mr. David Sabuda
Ms. Kirsten Silwanowicz
Mr. Darrell Taylor
Mr. Keith Taylor
Ms. Malinda Westbrook
Ms. Brenda Ynclan

Public Registered: Mackinaw Administration Mr. Bill Brown
Passenger Mr. Eugene Conway
Passenger Dorian Tygs
WDET Ms. Laura Herbera

1. Call to Order

Chairman Abdul Haidous called the meeting to order at 2:04 PM.

A) Pledge of Allegiance

2. Roll Call

Present: Chairman Abdul Haidous, Vice-Chairman John Paul Rea, Mr. Robert Daddow, Mr. Khalil Rahal, Mr. Gerald Poisson and Mr. Royce Maniko (via conference call)

Excused Absence: Ms. Melissa Roy

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, to approve the Agenda for January 25, 2018.

DISCUSSION

Mr. Poisson requested an additional item be added to the agenda under New Business as Agenda Item “D”, Authorization to Approve a Purchase Order Change Action (POCA) for Hoist Repairs at the Macomb and Oakland Terminals.

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. Board Meeting Minutes for December 7, 2017

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. John Paul Rea, to approve the meeting minutes from December 7, 2017.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

6. Public Participation

Chairman Abdul Haidous declared the meeting open for Public Participation.

DISCUSSION:

- **Eugene Conway** – Mr. Conway asked if Route 125, Eureka Road could be adjusted to connect with Route 261, FAST Michigan.
- **Brother Thomas Zerafa, MotorCity Freedom Riders** – Brother Zerafa requested the Board ask voters to increase SMART's millage to help increase service where routes were removed. He also requested the Oakland and Macomb Board members speak with their county executives requesting they support regional transportation.

7. Chairman's Report

DISCUSSION:

Chairman Haidous thanked Staff for SMART's new FAST (Frequent Affordable Safe Transportation) service and stated that he feels as if an accomplishment was made.

8. General Manager's Report

DISCUSSION:

Mr. Hertel reported on the following:

- Oversaw successful launch of FAST service.
- Commenced work on the initial stage of the 2018 FTA Triennial Review, which consists of many sections of questions and document requests. Those are due to consultants from FTA by February 1st.
- Issued solicitation for new enhanced shelters for FAST Service – should be ready to approve and order in February for production and installation.

- Met with City of Rochester and City of Rochester Hills to continue discussions about interest in transit in those opt-out communities.
- Continued meetings with MDOT and Macomb and Oakland County road agencies about connected vehicle technology and signal system technology for potential corridor technology upgrades along state roads.
- Completed the Annual Independent Audit Report for the Authority and delivered said report to the Audit Committee and the Board.
- Negotiated higher Money Market rate @15 basis pts w/PNC Banking
- Web, radio and television activities with information on FAST service.

Positions filled:

- Hired 20 Fixed Route Drivers and 14 Connector Drivers to begin training class on January 2, 2018
- 1 Fixed Route driver retirement
- 1 Coach Service retirement
- Manager of Financial Analysis and Audit position filled internally
- Maintenance Supervisor
- Dispatcher Inspector
- Customer Service Operator II
- 7 Coach Service & Shelter Attendants

Mr. Rahal stated that he has taken multiple trips out to Metro Airport and has noticed that there has been a lack of advertising at the airport regarding the FAST service. He requested SMART meet with Mr. Grayson Smith to resolve this issue. Mr. Hertel agreed to schedule a meeting with Mr. Smith.

9. New Business

A. Resolution: Authorization to Approve a Purchase Order Change Action (POCA) for Hoist Repairs at the Macomb and Oakland Terminal

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Robert Daddow, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation authorizes the General Manager to award a Purchase Order Change Action (POCA) for Hoist Repair at Macomb and Oakland Terminals to Dows Equipment Service, Inc. The amount of the POCA is \$53,440.00.

DISCUSSION:

Mr. Rea asked if this was a routine safety inspection. Mr. Cramer informed the Board that it was an anonymous tip from an employee.

Mr. Poisson asked what the concern was. A hoist was found to need a new belt. Mr. Poisson continued his questioning and Mr. Gordon explained that the parking lot asphalt had also buckled and had created a trip hazard. The area has been barricaded to protect the employees from further incidents and SMART has scheduled repairs when the weather permits. There was also mention of an air quality issue at the terminal which was addressed and dismissed.

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

B. Resolution: Authorization to Award a Contract for Liquefied Petroleum Gas (LPG)

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Gerald Poisson, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby authorizes the General Manager of SMART to award a requirements contract for the provision of Liquefied Petroleum Gas (LPG) to Blue Flame Propane, Inc. The contract is for a one year term. The annual amount of the contract is estimated to be \$530,000.00.

DISCUSSION:

None

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

C. Resolution: SMART's FY2017 5310 Program of Projects

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board of Directors of Suburban Mobility Authority for Regional Transportation authorizes the General Manager to submit the Program of Projects for FY2017 to the FTA in compliance with the requirements of 49 U.S.C. Section 5310, as amended.

DISCUSSION:

None

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

D. Resolution: Adoption of a Government Cash Investment Fund Trust Agreement with Comerica Bank

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Royce Maniko:

1. That Comerica Bank, a Texas banking association (the “Trustee”), is hereby designated as Trustee on behalf of the Suburban Mobility Authority for Regional Transportation (SMART) and authorized to accept up to all of the Local Unit’s Surplus Funds, as defined in Michigan Public Act No. 367 of the Public Acts of 1982 (the “Act”).
2. That the Director of Finance of SMART, or the individual acting in the official capacity of General Manager of SMART, is hereby authorized to enter into a trust agreement with the Trustee providing for the investment of Surplus Funds in accordance with the Act.
3. That any other authorizations or directions required to be signed or given in connection with the intent of this resolution may be signed or given from time to time by the Director of Finance, or any individual then acting in any one of the following official capacities: General Manager, Manager of Finance and Audit and Manager of Financial Reporting and Budget whose signature(s) shall be duly certified to the Trustee, and the Trustee is hereby authorized to accept any Surplus Funds for investment in accordance with the Act and any agreement entered into between the Local Unit and the Trustee in connection therewith.
4. These Resolutions shall continue in force until notice to the contrary in writing is duly served on the Trustee (such notice to have no effect on any action previously taken by the Trustee in reliance on these Resolutions).
5. Any person, corporation or other legal entity dealing with the Trustee may rely upon a certificate signed by an officer of the Trustee to effect these Resolutions and any agreement, instrument or document executed pursuant to them are still in full force and effect and binding upon the Local Unit.

DISCUSSION:

None

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

10. Board Member Business

DISCUSSION:

Mr. John Paul Rea thanked Staff for assisting with the City of Fraser in keeping their senior transportation service functioning.

Chairman Haidous stated he agreed with Mr. Rahal regarding the FAST service not being promoted well at Metro Airport.

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. Khalil Rahal, and unanimously carried, the meeting adjourned at 2:30 PM.

Respectfully submitted,

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