

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

APPROVED MINUTES – April 25, 2019

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, April 25, 2019 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. John Paul Rea
	Vice-Chairman	Mr. Robert Daddow
		Mr. Abdul Haidous
		Mr. Royce Maniko
		Mr. Gerald Poisson
Absent Board Members:		Mr. Khalil Rahal
SMART Board Secretary:		Ms. Tiffany Martin-Patterson
SMART General Manager:		Mr. John Hertel
SMART Staff Present:		Ms. Beverly Anderson
		Ms. Haley Barrett
		Mr. Ronald Beier
		Mr. Robert Cramer
		Ms. Beverly Crockett
		Mr. Steve Dobbins
		Mr. Melvin Evans
		Mr. Dustin Hagfors
		Mr. Harold Harris
		Ms. Lynn Hurt
		Ms. Carmen Morgan
		Ms. Nichole Peters
		Mr. Kyle Rosenberg
		Mr. David Sabuda
		Ms. Kirsten Silwanowicz
		Ms. Leeya Sutter
		Mr. Darrell Taylor
		Mr. Keith Taylor
		Mr. Andrew Thorner
		Ms. Madonna Van Fossen
		Mr. Tony Vinson

Public Registered: Hubbell Roth & Clark
Hubbell Roth & Clark
Mackinaw Administrators

Mr. Tom LaCross
Mr. Patrick Hare
Ms. Tracy Mattiello

1. Call to Order

Chairman Mr. John Paul Rea called the meeting to order at 2:03 PM.

A) Pledge of Allegiance

2. Roll Call

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

Absent: Mr. Khalil Rahal

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Gerald Poisson, to approve the Agenda for March 28, 2019 meeting.

DISCUSSION

None

VOTE: THE MOTION CARRIED.

4. Certification of Public Notice

The Secretary read the Public Notice into the record.

5. Minutes

A. Budget Committee Report for April 25, 2019

DISCUSSION:

Mr. Robert Daddow provided a brief overview of the budget presented to the Budget Committee and recommended that the budget be presented to the full Board on Thursday, May 23, 2019.

B. Board Meeting Minutes for March 28, 2019

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, to approve the meeting minutes for March 28, 2019

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

C. Executive Session Meeting Minutes for March 28, 2019

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, to approve the meeting minutes for March 28, 2019

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

6. Public Participation

Chairman Mr. John Paul Rea declared the meeting open for Public Participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

None

8. General Manager's Report

DISCUSSION:

Mr. John Hertel reported on the following:

- As mentioned previously, SMART's procurement procedures and accompanying Board policies have not had a significant update in a number of years. Under the direction of the General Manager, staff are in the process of drafting new versions of these documents that reflect the latest in best practices from the FTA and other transit providers around the state and across the country. We request the Board convene a procurement working group or committee to provide focused feedback from interested Board members to be held in June around the regular meeting. The input from that process would then lead to updated drafts brought to the Board for consideration and potential approval at the July meeting of the Board.
- As part of continuous efforts to pursue all available and useful sources of grant funding, SMART is planning to submit an application jointly with DDOT for grant funding for all-electric buses and charging stations. The funding will cover the cost of upgrading upcoming replacement buses from clean diesel to all-electric and will pay for terminal and on-road charging equipment to support them. This particular grant allows applicants to partner with bus manufacturers in the application as opposed to after the funding is secured without following the traditional solicitation process. The initial steps will include applying for the grant and signing a letter of intent (if the grant is selected) with our partner, Proterra. At that point, Proterra would develop the final specs and pricing for the buses and equipment and then present a contract to move forward with the project. SMART staff would bring an agenda item and resolution authorizing the General Manager to sign the final contract for consideration by the Board before entering any binding agreement related to this grant.
- DART launches May 1!
- Due to the diligent work of our Planning Department, SMART has been approved for a \$325,000.00 planning grant to pay for a Comprehensive Operations Analysis that will focus solely on our small bus operations, including Connector and ADA Service. We will be starting the process of soliciting proposals for a consultant to do the work this summer.

Human Resources

- Ongoing contract negotiations with ATU, ATU Clerical, Teamsters, AFSCME and UAW representatives.
- Recruited 18 Connector Bus Operators for a training class that began on April 22, 2019.
- A SMART job fair was held on April 15, 2019.

Retirements in April, 2019:

- 1 Mechanic, 1 Data MMIS Technician, and 2 Connector Bus Operators will retire in April, 2019.

Filled Positions:

- 1 Law Clerk (part-time) (filled by external candidate Kyle Rosenberg)
- 4 Coach Service & Shelter Attendants (filled by external candidates Cornelius Moorman, Keri Sabbath, Christopher Anderson, and Anthony Brown)
- 1 Customer Service Operator I (part-time) (filled by external candidate Roger Feldman)
- 1 Customer Service Operator II (part-time) (filled by external candidate Wendeline Adolph)

9. New Business

A. Resolution: Authorization to Approve a Purchase Order Change Action (POCA) for additional cost associated with Fire Extinguisher Maintenance

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Royce Maniko, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a POCA in the amount of \$40,415.00 to Gallagher Fire Equipment.

DISCUSSION:

Mr. Poisson wanted to know who will be responsible if there is flooding during the testing of the fire extinguishers. Mr. Maniko further inquired if it would be expensive to clean up any water damage from the testing. Mr. Robert Cramer, SMART's Deputy General Manager, requested SMART's Legal Department ensure that SMART will be covered by insurance if any damages occur due to testing.

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

B. Resolution: Authorization to Award a Contract for Bus Body and Frame Repairs

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. Abdul Haidous, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to contract with Midwest Bus Corporation for bus body and frame repairs in the amount of \$70,738.43.

DISCUSSION:

Mr. Gerald Poisson wanted to know if SMART is still taking before and after pictures of the buses. Mr. Robert Cramer's response was "yes".

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

C. Resolution: Authorization to Award a Contract for Propane Autogas (LPG)

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Royce Maniko, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a requirements contract for the provision of liquefied petroleum gas to Blue Flame Propane, Inc. The contract is for one year with an estimated cost of \$530,000.00.

DISCUSSION:

None

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

D. Resolution: Authorization to Award a Contract for Concrete Pads for Bus Shelters

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Royce Maniko, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a requirements contract to install concrete bus stop pads to Luigi Ferdinandi and Sons Concrete Company, Inc. The total amount of the contract is \$255,000.00 (\$85,000.00 per year).

DISCUSSION:

Mr. Poisson wanted to know how many bus shelters will be installed along with the concrete pads. Mr. Robert Cramer stated around 10 to 15 pads will be installed depending on the need for replacement.

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

E. Resolution: Authorization to Award a Contract for Fueling System Improvements and Macomb Terminal Pavement Reconstruction

MOTION: Moved by Mr. Abdul Haidous, seconded by Mr. Gerald Poisson, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract to R.W. Mercer Co. for fueling system improvements at the Wayne, Oakland, and Macomb Terminals as well as the pavement reconstruction at the Macomb Terminal for the amount of \$12,831,680.00.

DISCUSSION:

Mr. Haidous wanted to know what would happen if contamination is found. Mr. Robert Cramer explained that the storage tanks are not old and contamination should not be an issue. There was a 10 percent contingency added to the budget to cover any additional costs for the project.

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

10. Executive Session

Roll Call: Chairman Mr. John Paul Rea, Vice-Chairman Mr. Robert Daddow, Mr. Abdul Haidous, Mr. Royce Maniko, and Mr. Gerald Poisson

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Royce Maniko, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation proceed into Executive Session to discuss the authorization to Union Negotiations.

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

DISCUSSION:

Confidential

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. Abdul Haidous, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation proceed out of Executive Session.

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

11. Board Member Business

DISCUSSION:

The Board agreed to convene a study group meeting prior to the next Board meeting on Thursday, May 23, 2019 to discuss procurement procedures.

Adjournment

There being no further business to come before the Board, upon motion made by Mr. Abdul Haidous, seconded by Mr. Gerald Poisson, and unanimously carried, the meeting adjourned at 3:03 PM.

Respectfully submitted,

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