

Licking County Transit Board

Monthly Meeting

9/19/2013

5:30 p.m.

Members Present

Timothy E Bubb-Chairman, William Schuler-Vice Chairman, Deborah Cole, John Neibarger, Shirley Stare, Ryan Bagent

Members Absent

Dick Morrow

Staff Present

Cathleen Sheets, Laurie Pitchford, Donna Flack

Others Present

Albert Perez, National Express (NET), Sue Clark, Catholic Social Services (CSS)

Community Members: Irene Kennedy, Ann Rader, Bonita Bowers, Shirley Curtis

Chairman Bubb called the Licking County Transit Board to order at 5:35 p.m. August 15, 2013, in the Conference Room at 745 E. Main St., Newark, Ohio.

Approval/Corrections of the August 2013 Special Meeting Minutes

Chairman Bubb asked if there were any corrections/additions to the August 2013 Meeting minutes. There were no corrections.

A motion was made by Shirley Stare to accept the August 2013 Special Meeting minutes as written.

John Neibarger seconded the motion.

Motion passed.

Comments from Citizens

Chairman Bubb recognized the citizens present.

Irene Kennedy expressed concern on the sustainability of the current system. People are not able to get through when they call, the buses are not full and there is a need to have public transit to take people where they want to go.

Shirley Curtis said she had been a social worker for twenty (20) years in the home health care industry and elder population is growing and will need to be able to travel.

Monthly Services Update by National Express Transit Corp (NET)

Albert Perez, NET Location Manager, thanked the Board Members for the drivers' appreciation dinner and reported the following:

The August 2013 ridership was approximately 15,558 trips with approximately 158,452 miles traveled using 17,717 gallons of fuel. Mr. Perez wanted to let the Board Members know how the mechanics have been an essential part of keeping the vehicles running.

Everyone has been constantly working hard to improve the services.

There are currently fifty-eight (58) operators, with fifty-two (52) active, three (3) inactive on workers compensation or disciplinary status and four (4) in training.

LCTB Operations Overview

Cathleen Sheets, LCTB General Manager, reported the following:

There is a major concern with the status of the ridership data; currently the staff is working on the April 2013 data. Laurie Pitchford has to complete the final steps of last two (2) days of March 2013. There are two (2) Work Experience Program people and the LCTB staff has worked diligently on entering the data. The Board Members were shown the manifests for one (1) day to help them understand how much information is being entered in the system.

The ARRA projects update: the parking lot paving project has been completed and the mobile data computers (MDC) equipment project has been installed but there have been several issues with the system. Staff is working with the RouteMatch to resolve these issues. As a result of the service issues this has created the staff recommended a free day of riding to thank the passengers for their patience when the issues have been resolved.

Chairman Bubb asked when the MDC system will allow the system to start automatically entering the data live as the routes are running. Ms. Sheets said due to the issues that occurred with the installation the goal to go live with the MDC's on September 1, 2013, was not met and has now set a new goal of October 1, 2013. Laurie Pitchford reported when she talked by phone with the RouteMatch project manager early in the day she was disappointed with the results of the meeting. Ms. McCall was unable to address any of the issues and said she would need to consult with the RouteMatch technician. Albert Perez told the Board Members those operators who have already used the MDC's have had a positive attitude. After discussion Chairman Bubb recommended giving RouteMatch a deadline to resolve the issues.

The Board Members discussed the need to reduce services hours due to financial constraints. Ms. Sheets recommended reducing the hours to 9:00 pm Monday through Friday.

John Neibarger made a motion to start the process to conduct a public participation for the reduction of hours.

Ryan Bagent seconded the motion.

Motion passed.

Ms. Sheets discussed the need for additional data entry/dispatcher and the Board directed Ms. Sheets to start the process of hiring an additional staff member.

Unfinished Business

Coordination Update

Sue Clark, Catholic Social Services (CSS), reported the Sub-Committee did not meet in September 2013.

New Business

Resolution 13-17 Authorizing and Directing the Execution for Grants for Calendar Year 2014

Shirley Stare made a motion to approve Resolution 13-17 as presented.

William Schuler seconded the motion.

Motion passed.

Resolution 13-18 Ohio Department of Transportation's State Term Contract for Calendar 2014

William Schuler made a motion to approve Resolution 13-18 as presented.

Deborah Cole seconded the motion.

Motion passed.

Resolution 13-19 Approving Small's Asphalt Paving Inc. Change Orders 1 and 2

Ryan Bagent made a motion to approve Resolution 13-19 as presented.

Shirley Stare seconded the motion.

Motion passed.

Resolution 13-20 RouteMatch Change Order 2

William Schuler made a motion to approve Resolution 13-20 as presented.

John Neibarger seconded the motion.

Motion passed.

John Neibarger made a motion to amended Resolution 13-20 section 1 to add additional training.

Deborah Cole seconded the motion.

Motion passed.

Informational Items

Chairman Bubb informed the Board Members the County will be patching the asphalt in front of the building. Chairman Bubb gave an update on the demolition of the Children's Home.

Adjournment

Hearing no further additions to the agenda, Chairman Bubb adjourned the meeting at 6:52 p.m.

Next Meeting

Thursday, October 17, 2013, at 5:30 p.m. to be held at the Licking County Transit Center located at 745 East Main Street, Newark, Ohio 43055.

Timothy E. Bubb, Chairman

Date

Cathleen Sheets, Secretary

Date