

# **Licking County Transit Board**

## **Monthly Meeting**

9/19/2018

5:00 p.m.

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### **Members Present**

Rick Black-Chairman, Deborah Cole, William Schuler, Olivia Biggs, Shirley Stare, Jeff Hindel

### **Members Absent**

Dick Morrow

### **Staff Present**

Cathleen Sheets, Sam Sites, Donna Flack

### **Others Present**

David McManus, Licking County Board of Developmental Disabilities (LCBDD), Mark Williams and Tracy Kimble, MV Transportation, Inc., Maureen Clark, Janet Greene, Public Transportation Advocates, Irene Kennedy, SVDP, Brian Morehead, City of Newark, Caroline Cook, Public Transportation Advocates, Daniel Kent, Public Transportation Advocates, and Mark Frazier, Newark City Council

**Chairman Rick Black called the Licking County Transit Board (LCTB) to order at 5:01 p.m. September 19, 2018, in the Conference Room at 745 E. Main St., Newark, Ohio.**

### **Approval/Corrections of the July 2018 Meeting Minutes**

Chairman Black asked if there were any corrections/additions to the July 2018 Meeting Minutes. *A motion was made by Shirley Stare to accept the July 2018 Meeting Minutes as presented. Deborah Cole seconded the motion. Motion passed.*

### **Comments from Citizens**

Members of the Public Transportation Advocates, they discussed their recent meetings and encouraged those in decision making positions to please consider their transportation concerns. There were questions from the group regarding potential funds available through the Licking County Area Transportation Study (LCATS). Chairman Black reported that there were local match dollars required that the LCTB does not have. At the end of the meeting Newark City Council Member Mark Frazier explained a planning document he had worked on and presented it to the Board.

### **Monthly Services Update by MV Transportation, Inc.**

Michael Roth, MV Transportation, Inc. Interim General Manager reported the following: Mr. Roth reported that he has recently returned to MV Transportation, Inc. and hopes that the Board will consider him for the open Project Manager position. Mr. Roth stated he had been here briefly in the beginning and is still dedicated to making it work here and improving any outstanding issues.

There are currently 43 drivers available for revenue services and six (6) in training. There have been four (4) preventable accidents but they will be working on the safety program with the drivers.

### **LCTB Operations Overview**

Cathleen Sheets, LCTB General Manager, reported the following:

Ms. Sheets reported the Indeed advertising had not produced much. There is one (1) potential applicant that has been through the first round of interviews.

Ms. Sheets provided a vehicle report. There are currently 38 vehicles available for services, four (4) vehicles currently needing repairs. The vehicle procurement is in process.



The Chairman and LCTB administrative staff discussed with the Federal Transit Administration (FTA) how to properly address the outstanding issue with National Express regarding the vehicle the National Express driver totaled. This process is currently underway.

Ms. Sheets also reported how the LCTB staff is being treated on the phone by riders. The staff is pleading with others to know that the staff here is also human beings and to please respect them as we are respecting others.

#### Financial Update

Sam Sites, LCTB Fiscal Officer, reported the following:

Ms. Sheets wanted to let the Board know how well Mr. Sites is doing and has really worked to bring reports and information to the managers and the Board. Mr. Sites has been looking at grant opportunities and many of them do require the local match. The most difficult is the operations grant opportunities as they require a 50/50 match.

Mr. Sites explained the report he provided to the Board. The biggest concern that he is seeing is the local match requirements and the decreasing contract revenue.

#### Operations Report

Donna Flack, LCTB Transit Operations Specialist, reported the following:

Ms. Flack provided her monthly report. The monthly data showed there were 153,699 miles traveled, 6,928 revenue hours provided, 11,170 one way trips using 16,386 gallons of fuel.

Ms. Flack reported that administrative staff will not provide the Major Unusual Incident (MUI) training until all background and drug and alcohol reports back positively. This will give the new drivers more training opportunities before being put out on the road as Licking County is a very large county.

#### Unfinished Business

Transit Development Pland (TDP) Update

Chairman Black stated there were no new updates to report.

#### New Business

MV Discussion

The candidates provided information about themselves and the positions they are applying for and asked that the Board consider them for the open positions.

#### Resolution 18-12 Authorizing and Directly Execution for Grants Calendar Year 2019

*William Schuler made a motion to approve Resolution 18-12 as presented. Olivia Biggs seconded the motion. Motion passed.*

#### Executive Session- Personnel Matters (ORC 121.22 (G)(1))

*Deborah Cole made a motion to go into Executive Session. Shirley Stare seconded the motion. Motion passed at 6:23 pm.*

*Shirley Stare made a motion to go out of Executive Session. Deborah Cole seconded the motion to go out of Executive Session. Motion passed to return to meeting at 6:56 pm.*

#### No Official Action Was Taken

#### Informational Items

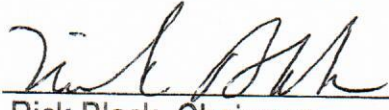
See Citizens Comments Above

#### Adjournment

Hearing no further discussion, Chairman Black adjourned the meeting at 6:30 p.m.

**Next Meeting**

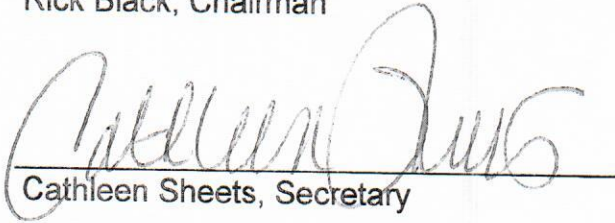
The next Monthly Board Meeting will be held, Wednesday, October 17, 2018, at 5 p.m. to be held at the Licking County Transit Center located at 745 East Main Street, Newark, Ohio 43055.



Rick Black, Chairman

10/17/18

Date



Cathleen Sheets, Secretary

10/17/18

Date