

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

May 4, 2021

- Trustees: David P. Williamson, President
John A. Lumpkin, Jr., Vice President
Vince Corrado
Al Fullenkamp (*in person*)
Sharon E. Hairston
Adrienne L. Heard
Sharon D. Howard
Belinda Matthews-Stenson
Thomas Weckesser
- Staff: Bob Ruzinsky, Chief Executive Officer
Chris Cole, Chief Operating Officer
Christopher Conard, Coolidge Wall, Co., LPA
Cathy Garner, Senior Executive Administrative Assistant
Brandon Policicchio, Chief Customer & Business Development Officer
Mary K. Stanforth, Chief Financial Officer
- Others: Various citizens via teleconference.

Call Meeting to Order

Mr. Williamson called the meeting to order at 3:01 p.m. A quorum was present and proper notice of the meeting had been given. Mr. Williamson stated today's meeting is being conducted in accordance with Sub. HB 197 and 404, and the guidelines set forth by the Ohio Department of Health. Due to matters surrounding COVID-19, the meeting is being conducted remotely by teleconference.

PLEDGE OF ALLEGIANCE

Mr. Williamson led attendees in reciting the Pledge of Allegiance.

Greater Dayton Regional Transit Authority

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ROLL CALL

Roll call was taken:

Mr. Corrado	Yes	Mr. Lumpkin	Yes
Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Mr. Weckesser	Yes
Ms. Heard	Yes	Mr. Williamson	Yes
Ms. Howard	Yes		

APPROVAL OF CONSENT AGENDA

Mr. Williamson stated Greater Dayton Regional Transit Authority (RTA) By-Laws require Board Trustees approval of today’s Board Meeting Agenda. Mr. Williamson asked if there are any changes to the agenda? Upon hearing no changes, Mr. Williamson DECLARED ACCEPTANCE of today’s Board Meeting Agenda.

APPROVAL OF APRIL 6, 2021 MEETING MINUTES

Mr. Williamson asked if anyone requests a reading of the minutes or if there are corrections to the minutes? Upon hearing no requests or corrections, Mr. Williamson DECLARED ACCEPTANCE of the April 6, 2021 Meeting Minutes.

Mr. Williamson stated due to a time conflict Ms. Howard will need to exit the meeting early, therefore the Planning Committee Report will be presented first.

PLANNING COMMITTEE REPORT (SHARON D. HOWARD)

Ms. Howard stated the Finance/Personnel and Planning Committees met for a jointly held teleconference meeting on April 20th and while there are no Action Items to bring forth, we do have important updates to share.

Planning Update:

Ms. Howard stated at the committee meeting Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department. Mr. Policicchio shared there has been continued growth in Tapp Pay usage following the launch of Tapp Pay cards in early April. Members of the Customer & Business Development Department assisted customers with signing up for the new cards and issued up to \$30 in

credits to those accounts. In addition, existing Tapp Pay customers on the Transit app were issued \$30 in credits for the first two weeks of the new program. More than 1,000 customers signed up for cards during the promotional period.

In addition, the Communications Department is promoting COVID-19 vaccination through an advertising campaign. A new campaign kicked off May 1st sharing that customers who are fully vaccinated will receive a \$30 credit on their Tapp Pay account if they bring proof of vaccination to any Transit Ambassador at any RTA transit center. The agency is also promoting a new mobile vaccination bus, done in partnership with Public Health—Dayton and Montgomery County. RTA rebranded its outreach bus for these efforts and public health will be setting up the bus in various neighborhoods to provide walk-in vaccination appointments. Several media interviews were conducted about this new venture and its promotion is ongoing via the agency's social media accounts.

FINANCE/PERSONNEL COMMITTEE REPORT (BELINDA MATTHEWS-STENSON)

Ms. Matthews-Stenson stated the Finance/Personnel and Planning Committees held a teleconference meeting on April 20th and as a result the Finance/Personnel Committee is recommending three (3) Action Items for the Board's consideration. These items are essential to the delivery of transportation services to the public.

ACTION ITEM #2 – RESOLUTION NO. 2021-5-1, LIGHT TRANSIT VEHICLES FOR THE 5310 FEDERAL GRANT PROGRAM

Ms. Matthews-Stenson stated the Greater Dayton RTA is a regional partner in the 5310 Federal Grant Program which is designed to improve transportation options to the Senior and Disabled community. The program is administered by the Miami Valley Regional Planning Commission and the federal grant is managed by RTA. RTA has been a partner in this program since 2015.

As part of our partnership role RTA will be purchasing small buses and vans for use by area agencies which have applied for and been approved for funding by the MVRPC. RTA receives and manages the federal grant to fund the approved federal share of the program costs and the project partners will fund any required local share.

RTA is able to purchase small vehicles from existing Ohio Department of Transportation vehicle contracts and will be doing so for these vehicle procurements.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Heard to APPROVE Resolution No. 2021-5-1, Light Transit Vehicles for the 5310 Federal Grant Program. Contracts will be AWARDED to ODOT approved vendors for the purchase of up to two (2) Small Transit Vehicles at a cost not-to-exceed \$180,000, and for the purchase of up to seven (7) Accessible Modified Mini Vans at a cost not-to-exceed \$420,000, for a total award of up to \$600,000. The Chief Executive Officer has the authority to complete any required items necessary to make the purchases using ODOT vehicle bid term contracts. This procurement is being funded with up to 100% federal funds, and all 5310 vehicles will have any local share funded by the receiving Agencies.

Roll call vote was taken:

Mr. Corrado	Yes	Mr. Lumpkin	Yes
Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Mr. Weckesser	Yes
Ms. Heard	Yes	Mr. Williamson	Yes
Ms. Howard	Yes		

MOTION CARRIED 9-0.

ACTION ITEM #3 – ENVIRONMENTAL CONSULTING SERVICES – CONTRACT INCREASE

Ms. Matthews-Stenson stated the purpose of this procurement is to extend the contract term and to add funds to the current contract with RTA’s current Environmental Consulting firm, Trihydro Corporation. The additional funds required are related to the Diesel Tank Release at the 601 Longworth location. This release occurred on August 24, 2020 after a diesel fuel delivery into the tank. As a result of this event, several emergency purchase orders were issued to have contractors on-site to address the emergency needs including: pumping of the wells for free product, drilling of additional wells, rental equipment for automated pumping of wells, surveying, well monitoring and analysis of the product recovered from the wells. In addition to those emergency purchase orders, an emergency purchase order was issued to RTA’s current environmental consultant,

Trihydro Corporation for \$90,000, to immediately begin the regulatory reporting, project oversight and remedial plan for this release.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Howard to APPROVE an INCREASE to the current contract with Trihydro Corporation by \$281,400 in order to properly address the regulatory reporting, project oversight and remedial plan for the April 2020 fuel release. This will bring the new contract total to \$501,400 and includes a contract term extension of 10 months, bringing the contract end date to December 31, 2022.

Roll call vote was taken:

Mr. Corrado	Yes	Mr. Lumpkin	Yes
Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Mr. Weckesser	Yes
Ms. Heard	Yes	Mr. Williamson	Yes
Ms. Howard	Yes		

MOTION CARRIED 9-0.

ACTION ITEM #4 – SUBSTATION UPGRADE

Ms. Mathews-Stenson stated the purpose of this procurement is to contract with a qualified vendor for the manufacturing, delivery, installation, testing, and commissioning of one (1) new 1.5MW traction powered substation and the option to manufacture and store up to ten (10) 750kW substations for the Greater Dayton RTA. The electric trolley system for RTA runs off a DC grid that requires the rectification of AC power from the utility provider before being transmitted along RTA's infrastructure grid. This project is consistent with RTA's core values of Quality Service and Stewardship as we maintain our resources efficiently and responsibly.

The vendor to be awarded the contract for the substation upgrade will manufacture, deliver, install, test, and commission one (1) outdoor pre-packaged single unit rectifier substation 1.5MW and for the option years to supply up to ten (10) additional 750kW pre-package substations. For the base bid, the vendor is responsible for the installer for the initial substation, but RTA will procure a contract to install the remaining ten (10) substations. The

plan is to award the initial substation the first year and two (2) per year for the next five (5) years.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Hairston to APPROVE a CONTRACT to Myers Controlled Power LLC for the base award totaling \$1,819,208, plus the five (5) option years in the amount of \$9,804,868, for a total contract award of \$11,624,076 plus a 20% contingency for storage fees if needed, engineering inspections during the warranty period, and other items that may arise in the amount of \$2,324,815 for a grand total of \$13,948,891. This procurement will be partially funded through federal grant funds.

Roll call vote was taken:

Mr. Corrado	Yes	Mr. Lumpkin	Yes
Mr. Fullenkamp	Yes	Ms. Matthews-Stenson	Yes
Ms. Hairston	Yes	Mr. Weckesser	Yes
Ms. Heard	Yes	Mr. Williamson	Yes
Ms. Howard	Yes		

MOTION CARRIED 9-0.

Additional items to mention:

At the Committee meeting, Ms. Stanforth reported a small loss of \$104,000 for the first quarter of 2021 including capital and GASB charges. Total Revenues were off \$1.4 million compared to budget due to lower passenger fares, lower federal preventative maintenance and no state assistance. Total Expenses were down \$1.8 million compared to budget due to lower contract services, diesel fuel and materials & supplies expense.

Sales Tax Revenue for the first quarter of 2021 is equal to budget as we are always three (3) months in arrears.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Ruzinsky provided a brief update on COVID, stating as of this past Friday 242 of approximately 600 employees have completed the vaccine process. There are several staff members that are in the process of completion. Currently RTA's numbers are trending the Federal levels. In some cases we are receiving resistance due to fear. Mr. Ruzinsky commented Staff is working with these individuals on a case-by-case basis. RTA does have an incentive going on

right now to encourage remaining Staff to get vaccinated. The incentive is eight hours of pay for getting vaccinated. Employees must have had their first shot by Memorial Day – May 31, 2021 and the second by June 30, 2021 to be eligible.

Mr. Ruzinsky stated regarding free trips to get vaccinated RTA is just under 2,000 free trips, with many of the riders being first time customers. This public incentive has been very successful. Mr. Ruzinsky stated the Ohio Department of Transportation (ODOT) is covering the cost.

Mr. Ruzinsky stated Staff has issued over 200 credits of \$30 to Tapp Pay customers that proved that they were fully vaccinated, which was very impressive.

Last week we introduced and showcased RTA's vaccine bus and over 100 people began the process of becoming fully vaccinated. Mr. Ruzinsky stated the Public Health Department was very impressed with those numbers! The Health Department is now adding days to the program. Mr. Ruzinsky commented this will likely be a big media push for RTA, as well.

Mr. Ruzinsky stated he has been meeting with several Community Leaders from various organizations who are requesting more bus service to their facilities. Sadly RTA is facing the same exact problem in trying to hire new employees. RTA is starting to have an employment crisis, however, with upcoming campaigning and advertising to replace COVID Ads within the next 30 days, Mr. Ruzinsky believes this will help. Staff are also looking at service adjustments during the summer months to help alleviate the load.

The earmark process locally has been completed and Congressman Turner did recommend our project for one of his ten earmarks that he put forward to the Congressional Delegation. Mr. Ruzinsky will keep Committee members apprised of the matter.

Ms. Heard asked Mr. Ruzinsky how does RTA's pay scale compare to over-the-road truckers?

Mr. Ruzinsky replied over the road truckers generally make more money because they are on the road a lot, they are paid

by the mile, and have lots of incentives. Mr. Ruzinsky commented this matter is being looked at more closely due to the Pandemic. Mr. Ruzinsky stated what he is learning is that RTA's Pay Scale will need to be reviewed and adjusted sometime in the near future.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Mr. Williamson mentioned upcoming RTA meetings:

- Jointly Held Finance/Personnel & Planning – May 18, 2021 – 8:30 a.m.
- Board Meeting – June 1, 2021 – 3:00 p.m.
- Investment Advisory Meeting – July 22, 2021 – 11:45 a.m.

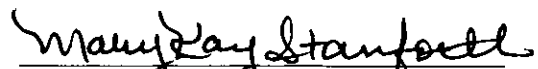
ADJOURNMENT

Mr. Williamson DECLARED the meeting ADJOURNED at 3:30 p.m.

ATTEST



David P. Williamson
President
RTA Board of Trustees



Mary Kay Stanforth
Secretary/Treasurer
RTA Board of Trustees

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