

METRO RTA

# Board Of Trustees

**PRESIDENT: MR. ROBERT DEJOURNETT**  
**VICE PRESIDENT: MR. MARK DERRIG**



**JANUARY 30, 2024**  
**9:00AM**

**METRO RTA  
MONTHLY BOARD MEETING AGENDA  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
TUESDAY, JANUARY 30, 2024  
9:00AM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: AUDIENCE PARTICIPATION**

Any individual or representative of a group may take two (2) minutes to address the Board on any topic on the agenda. Anyone desiring more time than provided herein, shall notify the Secretary-Treasurer by the Tuesday preceding the Board meeting so that he/she may be placed on the Agenda for a maximum of five (5) minutes. METRO's Board Meetings are held the last Tuesday of the month as stated within Resolution 2016-28, unless otherwise noted.

- Apostlett Prophetess

**ITEM 3: RECOGNITION**  
NONE

**ITEM 4: BOARD MINUTES**

\*Approval of Board Meeting Minutes from the December meeting (Page 5)

**ITEM 5: COMMITTEE REPORTS & RESOLUTIONS**

**Customer Experience & Service Performance Committee**

(Maintenance/Operations/ Mobility Solutions)

Chair: John Valle (Mark Derrig Reporting)

\***Resolution 2024-01:** A Resolution authorizing the Chief Executive Officer/Secretary-Treasurer to award up to a (1) year contract for the purchase of Oil and Other Associated Bulk Fluids for 2024 (Page 4)

**Internal & External Engagement Committee**

(Employee Engagement Center / Customer Care / PR & Marketing)

Chair: Chuck Rector

**Safety, Equity & Planning Committee**

(Planning / Community Impact / Safety & Security)

Chair: Dana LaGarde

**Finance & Technology Committee**  
(Finance / Technology)  
Chair: Vince Rubino

**ITEM 6:           OTHER BUSINESS**

**ITEM 7:           OFFICER'S REPORTS**

- Board President
- Chief Executive Officer

**ITEM 8:           EXECUTIVE SESSION**

- To consider the employment and compensation of a public employee pursuant to Ohio Revised Code Section 121.22G (1).

**ITEM 9:           CALL FOR ADJOURNMENT**

**\*Denotes items that need Board approval**

*Next Scheduled Meeting – February 27<sup>th</sup>*

**COMMITTEE ASSIGNMENT:  
CUSTOMER EXPERIENCE AND SERVICE PERFORMANCE**

**RESOLUTION 2024-01**

A resolution authorizing the Chief Executive Officer/Secretary-Treasurer to award up to a (1) year contract for the purchase of Oil and Other Associated Bulk Fluids for 2024.

**WHEREAS**, METRO seeks annual fixed pricing for fluids that are used in bulk quantities such as; engine oil, transmission fluid, windshield washer fluid, diesel exhaust fluid, gear oil and grease, and

**WHEREAS**, Legal Notices were twice advertised in the Akron Beacon Journal on December 7<sup>th</sup> and 14<sup>th</sup>, 2023 and on the METRO RTA website, and

**WHEREAS**, bids were opened on Thursday, January 4<sup>th</sup>, 2024 from the following companies:

1. Reladyne - Cincinnati, OH
2. Northeast Lubricants – Warrensville Heights, OH
3. Rowley’s Wholesale – Bay City, MI

**WHEREAS**, METRO is recommending that Reladyne be awarded the contract for providing oil and other associated bulk fluids, as they were the lowest, responsive bidder, and

**WHEREAS**, METRO anticipates the value of this contract to be an estimated \$129,327.00 based on the consumption of the listed products/fluids within the bid.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of METRO Regional Transit Authority that:

1. A Contract will be awarded to Reladyne for the provision of Oil and Other Fluids for up to one (1) year period, beginning February 1<sup>st</sup>, 2024.
2. The Chief Executive Officer/Secretary-Treasurer is authorized to execute said contract
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

**DATE ADOPTED: January 30, 2024**

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**ROBERT DEJOURNETT,  
PRESIDENT**

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**DAWN DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

**METRO RTA  
MONTHLY BOARD MEETING MINUTES  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
TUESDAY, DECEMBER 19, 2023  
9:00 AM**

**Trustees Present:** Robert DeJournett, Mark Derrig, Vincent Rubino, Charles Rector, John Valle, Gary Spring, David Prentice, Dana LaGarde, Donald Christian, Robert Konstand, Christine Marshall

**Trustees Excused:** Renee Greene

**Trustees Absent:**

**METRO Team**

**Members Present:** Jay Hunter, Tatia Harris, Grace Doyle, DeHavilland McCall, Angela Neeley, Bambi Miller, Reuben Woodruff, Jarrod Hampshire, Jamie Saylor

**Guests Present:**

**CALL TO ORDER**

Mr. Robert DeJournett called the meeting to order at 9:00am.

**AUDIENCE PARTICIPATION**

**RECOGNITION**

**BOARD MINUTES**

Mr. Chuck Rector made a motion to approve the minutes from the November meeting. The minutes were unanimously approved.

**COMMITTEE REPORTS & RESOLUTIONS**

**CUSTOMER EXPERIENCE & SERVICE PERFORMANCE COMMITTEE REPORT**

Chair: John Valle

The Committee met on December 14<sup>th</sup> and KPIs were reviewed. There were two resolutions recommended by the committee.

**RESOLUTION 2023-22:** A resolution authorizing a change order to the agreement with Richard L. Bowen & Associates regarding the new Maintenance and Operations Facility.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. Mr. Gary Spring indicated that he intended to vote contrary to the resolution. Mr. Dave Prentice also voiced concern with the scale of the change order. In response to these concerns, Mr. Jarrod Hampshire gave a brief overview of the resolution and the change order in question. A question was asked regarding whether the change order was related to engineering or actual construction, and it was reported that it was related to engineering and design. A question was asked regarding the type of contract, and it was reported that it was an AIA contract. A question was asked regarding whether Bowen had worked with FTA in the past, and it was reported that they had. All present voted “aye”, with the exception of Mr. Gary Spring and Mr. David Prentice, who voted “nay”. The resolution was approved.

**RESOLUTION 2023-23:** A resolution authorizing the First Guaranteed Maximum Price (GMP) for the Construction of the Maintenance and Operations Facility.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. A question was asked about whether Glen Stephens would be subcontracting with any organization, and it was reported that they would be partnering, not subcontracting, with Independence. All present voted “aye”. The resolution was approved.

#### **INTERNAL & EXTERNAL ENGAGEMENT COMMITTEE REPORT**

Chair: Chuck Rector

The Committee met on December 14<sup>th</sup> and KPIs were reviewed. There were no resolutions recommended by the committee.

#### **SAFETY, EQUITY & PLANNING COMMITTEE REPORT**

Chair: Dana LaGarde

The Committee met on December 14<sup>th</sup> and KPIs were reviewed. There was one resolution recommended by the committee.

**RESOLUTION 2023-24:** A resolution authorizing a contract with Swiftly Inc. for the purchase of software pertaining to real-time information and operational efficiency improvement.

The resolution was discussed.

Ms. Dana LaGarde made a motion to approve the resolution. All present voted “aye”. The resolution was approved.

## **FINANCE & TECHNOLOGY COMMITTEE REPORT**

Chair: Vincent Rubino

The Committee met on December 14<sup>th</sup> and KPIs were reviewed. There were two resolutions recommended by the committee.

**RESOLUTION 2023-25:** A resolution updating the credit card policy

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. All present voted “aye”. The resolution was approved.

**RESOLUTION 2023-26:** A resolution authorizing the Chief Financial Officer to apply for a Huntington Bank credit card account.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. All present voted “aye”. The resolution was approved.

### **OTHER BUSINESS**

### **OFFICERS’ REPORT**

**Board President:** Mr. Robert DeJournett encouraged the board to complete the ethics form by the end of the calendar year. Mr. Robert DeJournett congratulated the METRO team for a great year.

**Chief Executive Officer:**

### **EXECUTIVE SESSION**

Mr. John Valle made a motion to enter executive session to consider the employment and compensation of a public employee pursuant to Ohio Revised Code Section 121.22G (1). Mr. Robert DeJournett invited Lauren Zidones into the executive session. The board entered executive session at 9:37am.

Executive session ended at 10:11 am.

### **ADJOURNMENT**

Meeting adjourned at 10:12am

## **CERTIFICATE OF COMPLIANCE**

Pursuant to Section III, Article 3.2 of the Rules & Regulations of the METRO Regional Transit Authority, METRO has complied with the Notice and Notification to the public and news media.

**DATE APPROVED:** January 30<sup>th</sup>

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**ROBERT E. DEJOURNETT,  
PRESIDENT**

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**DAWN S. DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

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