

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF TRUSTEES MEETING MINUTES**

**PARTA ADMINISTRATION BUILDING**  
**2000 SUMMIT ROAD**  
**KENT, OHIO 44240**

**January 25, 2018**

**Board Members Present:**

Jerry Beach  
Rick Bissler, President  
Marge Bjerregaard

Jeff Childers  
Brian Gray  
Virginia Harris

Tim Lassar  
R. T. Mansfield, TPO  
Frank Vitale

**Staff Present:**

Marcia Fletcher  
Frank Hairston

Kelly Jurisch  
William Nome, Legal Counsel

Brian Trautman

**Members Not Present:**

Dominic Bellino (excused)  
Richard Brockett (excused)

David Gynn (excused)  
Pete Kenworthy (excused)

Jeremy Moldvay (unexcused)  
Karen Wise (excused)

**CALL TO ORDER**

President Rick Bissler welcomed everyone to the January 25, 2018, PARTA Board of Trustees meeting and called the meeting to order at 7:02 p.m. An oral roll call followed, and a quorum was present.

Mr. Bissler noted that the meeting minutes from the December 14, 2017, Board meeting were distributed; and he entertained a motion to accept the minutes. Ms. Virginia Harris made a motion to approve the minutes as presented. Ms. Marge Bjerregaard seconded the motion. **Motion to approve the minutes, as presented, passed unanimously.**

**GUEST COMMUNICATIONS**

None.

**GENERAL MANAGER'S REPORT**

Mr. Bissler said the General Manager's report was distributed and he asked Ms. Kelly Jurisch to comment.

Ms. Jurisch said Ms. Amrhein couldn't attend the meeting tonight because she is at the nursing home with her mother, who is passing away. She said Ms. Amrhein has been with her mother the last couple of days. Ms. Jurisch said the Board will be notified when Ms. Amrhein's mother passes.

Mr. Brian Trautman said he would cover the General Manager's report in Ms. Amrhein's absence. He said he and Ms. Amrhein went to California and performed the Buy America audits on PARTA's new buses. They're coming along nicely. He said he made very few changes while on the line. Construction of the buses should be wrapping up sometime toward the end of February and arrive in Ohio sometime in March.

Moving on, Mr. Trautman said the CNG project is tracking nicely. There is another construction meeting scheduled for Wednesday; and Mr. Hairston and Ms. Manning are planning a ground-breaking ceremony for March 8. Some heavy equipment will be brought in soon to start the civil work, such as the basins and tiling. There is one (1) minor issue with ODOT not allowing PARTA to put in a second driveway. The county allowed the second driveway two (2) years ago, but then realized that they don't have the authorization to permit it because it is covered under ODOT's jurisdiction based on the property as it was acquired back in the era when Route 261 was developed. That development gave ODOT 975 feet of right-of-way down Summit Road. He said he had a meeting with ODOT and the architects on Friday and ODOT is not going to approve it because the driveway would be coming out into a divided section of the road. They would permit an access road in the grass for an emergency, but he doesn't think it makes sense to dump about \$100,000 into building an access road that's never going to be used. He asked if it would be less objectionable if an access drive was put further down the road to come out between the house on the hill and PARTA's property, across from Kent State University's parking lot, which would eliminate the drive coming out into the two (2) lanes that narrow into one on Summit Road. If ODOT approved that, and they seemed much more likely to do that, the design would have to be a standalone project in the future. PARTA will go ahead and submit what it thought was going to be approved through Portage County and may exercise an appeal, if there is a process for it. ODOT is holding their ground in accordance with their Access Management Manual. He said he doesn't remember the exact numbers, but there was a portion of this project that would not be built out. If there is a savings, it will be reported back to the Board to determine if that would be put in a capital replacement fund to move towards putting a driveway in further down the road.

Mr. Bissler said Ms. Amrhein's report also mentioned the fact that the current driveway was never approved by ODOT. He asked if PARTA received anything from ODOT approving it.

Mr. Trautman said ODOT doesn't have a permit on file for that driveway, which was built in the early 1980s. There aren't any drawings for the driveway from the 1980s. PARTA will submit current drawings to get the proper permit on file.

Mr. Gray asked for clarification on the location of the second driveway.

Mr. Trautman said it was going to be put in between the current driveway and the retention pond in case there was an emergency at the CNG station. This would allow for firetrucks to get in and people to evacuate without driving by the area of concern.

Mr. Vitale asked if the access road was just for safety and how PARTA would be impacted without it.

Mr. Trautman said it was going to be key card, gate-controlled access. Originally, the design was going to allow employees and visitors to use that drive and the main drive would basically be used for the buses.

Mr. Vitale asked if the case could be made from a safety standpoint.

Mr. Bissler said it's too close to the intersection of Route 261 and Summit Road.

Mr. Trautman said ODOT threw the safety issue back saying Summit Road narrows and could be unsafe for people coming around that corner. He said he doesn't dislike the idea of putting the driveway further down, but he wishes he would have known about the jurisdiction issue two (2) years ago.

Mr. Vitale asked if ODOT would allow PARTA to make the driveway a little bit wider or bigger.

Mr. Trautman said ODOT will not let him do a thing with that driveway. They already said it's liberally installed as it is, which is correct. It was widened in 2008.

Mr. Bissler asked if there were any other questions. Hearing none, he said there are no committee reports.

**FACILITIES COMMITTEE REPORT**

This committee did not meet.

**FINANCE COMMITTEE REPORT**

This committee did not meet.

**NOMINATIONS COMMITTEE REPORT**

This committee did not meet.

**OPERATIONS/PLANNING COMMITTEE REPORT**

This committee did not meet.

**PERSONNEL COMMITTEE REPORT**

This committee did not meet.

**PUBLIC RECORDS COMMISSION REPORT**

This committee did not meet.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**Resolutions**

Mr. Bissler said there are no resolutions.

**EXECUTIVE SESSION**

Mr. Bissler said there is a request for an Executive Session.

Mr. R. T. Mansfield made a motion to adjourn for an Executive Session to confer with an attorney regarding disputes that are the subject of pending or imminent court action, which was seconded by Mr. Frank Vitale.

Mr. Bissler asked if there was any discussion. Hearing none, a roll call vote was taken as follows:

Jeff Childers	Jerry Beach	Timothy Lassar
R. T. Mansfield	Frank Vitale	Brian Gray
Marge Bjerregaard	Virginia Harris	Rick Bissler

The Board went into Executive Session at 7:12 p.m.

Mr. R. T. Mansfield made a motion to return to public session at 7:37 p.m., which was seconded by Ms. Marge Bjerregaard.

A roll call vote was taken as follows:

Jeff Childers	Jerry Beach	Virginia Harris
Marge Bjerregaard	Timothy Lassar	Brian Gray
Frank Vitale	R. T. Mansfield	Rick Bissler

**ADJOURNMENT**

Moving on, Mr. Bissler asked for a motion to adjourn.

Ms. Marge Bjerregaard made a motion to adjourn the meeting. Mr. Brian Gray seconded the motion. **Motion to adjourn passed unanimously.**

The meeting adjourned at 7:40 p.m.

Respectfully submitted,



Marcia Fletcher  
Executive Assistant