

**PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**

BOARD OF TRUSTEES MEETING MINUTES

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

August 24, 2017

Board Members Present:

Dominic Bellino, Vice President
Rick Bissler, President
Marge Bjerregaard
Richard Brockett

Jeff Childers
Brian Gray
David Gynn
Virginia Harris

Pete Kenworthy
R. T. Mansfield, TPO
Karen Wise

Staff Present:

Claudia Amrhein

Marcia Fletcher

William Nome, Legal Counsel

Members Not Present:

Jerry Beach (excused)
Timothy Lissan (excused)

Jeremy Moldvay (excused) Frank Vitale (excused)

CALL TO ORDER

President Rick Bissler welcomed everyone to the August 24, 2017, PARTA Board of Trustees meeting and called the meeting to order at 7:04 p.m. An oral roll call followed and a quorum was present. He noted that several staff members were not present due to the Portage County Fair.

Mr. Bissler said the meeting minutes from the July 27, 2017, Board meeting were distributed and he entertained a motion to approve the minutes. Ms. Marge Bjerregaard made a motion to accept the minutes as presented. Ms. Virginia Harris 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. He pointed out that the Board packet also included the obituary of Ken Wolf. He asked if there were any questions or comments.

Ms. Amrhein was pleased to report that both the Dominion and Clean Energy contracts were in place for the CNG Fueling Station to proceed.

Mr. Bissler added that a grant will be applied for to build a facility to house the buses.

Ms. Amrhein said that grant funding went away for a few years. Last year was the first year it was back and PARTA did apply, but didn't get it. It's highly competitive so there's no guarantee PARTA will get it this time.

Mr. Bissler then moved on to committee reports.

FACILITIES COMMITTEE REPORT

This committee did not meet.

FINANCE COMMITTEE REPORT

Mr. Bellino said the Finance Committee did meet. The meeting was shorter and less eventful than last month's meeting. The finance report has been provided to Board members and the minutes are very detailed. The finance report is still in the red, but it's a lot better than what was budgeted. August will turn that around quite a bit. The grant was submitted for reimbursing the State and Federal Capital Maintenance monies so those numbers will return to the black next month in the reports. Ohio Workers Compensation refunded some money, as they did for quite a few organizations in the state, because they had a surplus. As Ms. Amrhein said, the Dominion contract was finalized and came in lower than what was expected, which provides for a little bit more cushion for the project. Parking equipment is all in at the Kent Central Gateway parking deck. He said he was glad the decision was made to pay for that all up front because it saved \$30,000 in the project. In the end, PARTA didn't have to lend Kent Central Gateway \$200,000. Only \$100,000 was lent to KCG, which should be paid back quickly. All in all, things are looking good. Those are the main highlights of the meeting.

Mr. Bissler asked if the new parking equipment would require some additional work with the University or the hotel.

Ms. Amrhein said the process is similar to what it was. We still provide the hotel with vouchers, but instead of having a number of exits, the vouchers have a predetermined monetary value, like a gift card. This procedure has been in place for about three (3) weeks now.

Mr. Bissler said it will be interesting to see the parking numbers.

Mr. Bellino said the Finance Committee talked about the parking numbers being a little mixed because two (2) different systems were used this past month. Next month should show a full month of the new system. He concluded by saying the Finance Committee also recommended the resolution.

Mr. Bissler asked if there were any other questions about the Finance Committee meeting.

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

Hearing none, Mr. Bissler moved on to the resolution.

RESOLUTION:

#2017-08-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A CONTRACT TO THE EAST OHIO GAS COMPANY DBA DOMINION ENERGY OHIO TO SECURE TRANSPORTATION OF NATURAL GAS IN SPECIFIED QUANTITIES ONTO PARTA'S PROPERTY AS REQUISITE FOR CONSTRUCTING THE COMPRESSED NATURAL GAS (CNG) FUELING STATION PROJECT.

Mr. Bissler entertained a motion to approve the resolution. Mr. Dominic Bellino made a motion, which was seconded by Ms. Marge Bjerregaard.

Mr. Bissler said the information about this resolution was included in the Board packet. He asked if there were any questions.

Mr. Brockett asked if the minimum levels stated on page 5 of the contract with Dominion would be hard to meet.

Ms. Amrhein said a 10-year estimate had to be provided for Dominion to calculate the Contribution in Aid to Construction costs, which is the \$175,050. This is a low estimate so it will start with two (2) buses. It will be promoted as a public station as well, but since it's the first in Portage County, it would be difficult for anyone to have any vehicles right now. It will take time to meet these limits, but they will be met. If they are not met in one (1) year, there's an offset that has to be paid. If it is met, then those credits go toward the next year.

Mr. Brockett asked if there was a feasibility study on how much consumption levels might be in the future or how much would be required since 3,000 MCFs is the highest minimum level.

Ms. Amrhein said these are estimates that had to be provided so Dominion could calculate that contribution. If 100,000 MCFs a month was the estimate, it might not have cost anything to make the connection. They're calculating future usage against the cost to connect and amortizing it over 10 years to build the line. A great deal of discussion occurred with the CNG expert and this was the outcome. The numbers are conservative, but realistic. That's what was negotiated into the contract.

Mr. Bissler said the initial delivery is two (2) CNG buses with the intent to get up to eight (8).

Ms. Amrhein said by 2021 we'll have eight (8) CNG transit buses. In the meantime, the station will be promoted and the community will be educated about the benefits of fleet conversions. Mr. Trautman did a lot of research for this calculation.

Mr. Bellino said it's a learning process like the parking deck and adjustments will be made. He said a contract will probably be entered into with other users that would include some type of a pricing arrangement.

Mr. Bissler said the difference is that PARTA is putting this station in and ordering vehicles. He doubts anybody else has CNG vehicles on order based on when PARTA will have this done.

Mr. Kenworthy asked if any local companies have been approached about their CNG fleets.

Ms. Amrhein said she has sent out information to 13-14 different places. Fleet conversions take time and it's going to be an educational process over the next couple of years. The places that have expressed a definite interest are Kent State University, the City of Kent, and Kent City Schools.

Mr. Brockett said he assumed that Dominion would be paid a set price for gas. He asked who sets the price for the consumer.

Ms. Amrhein said PARTA won't necessarily be buying the gas from Dominion. Dominion provides the pipeline for transporting it. Who will be providing the gas will be determined at a separate time. As far as setting the price for the consumer, she believes that will be set by PARTA.

Mr. Nome said it's like a residence. They are all using the Dominion pipeline, but any one of many providers may be paid for the gas itself.

Mr. Kenworthy asked if the price would be locked in like it is for a residence.

Ms. Amrhein said that will be figured out.

Mr. Bellino asked who the current provider was.

Ms. Amrhein said the current provider is Volunteer Energy for PARTA and NOPEC for the Gateway. The bills are currently being reviewed.

Mr. Mansfield asked who Metro's supplier was and how much they were paying.

Ms. Amrhein said she didn't know. Discussions with Metro were more about operations and the construction. SARTA, Cleveland, and Columbus all have CNG fueling stations so there are a lot of people to talk to.

Mr. Mansfield said he expects it won't take too long before there are quite a few customers, especially when a fleet manager has to replace a diesel engine at half the expected mileage for the first time. With the new emissions requirements, diesel engines must adhere to these standards and are getting half the life time between rebuilds as the old ones did. These diesel engines aren't going to last because they burn too hot. In the long run, he thinks this will be a good thing.

Mr. Bissler said this has its own set of headaches with a new maintenance facility and training. He asked if there were any other questions.

Hearing no further discussion, a roll call vote was taken as follows:

Karen Wise – Yes	Marge Bjerregaard – Yes	Jeff Childers - Yes
Virginia Harris – Yes	Brian Gray – Yes	R. T. Mansfield - Yes
David Gynn – Yes	Richard Brockett – Yes	Rick Bissler - Yes
Dominic Bellino – Yes	Pete Kenworthy - Yes	

Mr. Bissler said there is no reason for an executive session and said tomorrow is senior citizens and veterans' day at the Portage County Fair. He noted that the PARTA Press indicated there were signups for employees to cover the booth at the fair.

ADJOURNMENT

Mr. Bissler asked if there was anything else for the good of the order. Hearing nothing further, he entertained a motion to adjourn.

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

The meeting adjourned at 7:21 p.m.

Respectfully submitted,



Marcia Fletcher
Executive Assistant