

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF TRUSTEES MEETING**  
**MINUTES**  
**July 24, 2025**

**Board Members Present:**

|                 |                         |                |
|-----------------|-------------------------|----------------|
| Karen Beck      | Julee Cariglio          | Debbie Davison |
| Virginia Harris | Becky Lehman            | R.T. Mansfield |
| Jack Murphy     | Janice Simmons-Mortimer | Marvin Woods   |

**Board Members Not Present:**

|                                                  |                                                 |
|--------------------------------------------------|-------------------------------------------------|
| Victor Baerman (1 <sup>st</sup> excused absence) | Mike Lewis (1 <sup>st</sup> excused absence)    |
| Frank Vitale (1 <sup>st</sup> excused absence)   | Stacey Wilson (1 <sup>st</sup> excused absence) |
| Karen Wise (1 <sup>st</sup> excused absence)     |                                                 |

**PARTA Staff & Legal Counsel (Roetzel & Andress) Present:**

|                      |                        |                  |
|----------------------|------------------------|------------------|
| Claudia Amrhein      | Denise Baba            | Kelly Jurisch    |
| Justin Markey, Legal | Sony Richardson-Gilroy | Rebecca Schrader |
| Brian Trautman       | Lita Wiley             |                  |

**Guests Present:**

Dave Gynn

**CALL TO ORDER**

Mr. Marvin Woods called the PARTA Board of Trustees, July 24, 2025 meeting to order at 7:12 p.m.

Mr. Woods asked for a roll call, after which it was determined that **a quorum was present.**

Mr. Woods welcomed everybody and announced that the July meeting is the beginning of the new board year, and we have a new board member, Ms. Julee Cariglio. Ms. Cariglio was introduced earlier at the Finance Committee meeting.

Ms. Claudia Amrhein ask Mr. Justin Markey to administer the oath of office for Ms. Cariglio.

Mr. Woods asked for a motion to approve the minutes of May 22, 2025, board meeting. **Ms. Karen Beck** made a motion to approve the minutes as presented, which was seconded by **Mr. Jack Murphy**. Mr. Woods asked all those in favor say aye, those opposed say no, he said the **motion to approve the minutes, as presented, passed unanimously.**

**GUEST COMMUNICATIONS**

Mr. Woods said there were no Guest Communications and moved onto the General Manager's report.

**GENERAL MANAGER'S REPORT**

Mr. Woods said everyone should have received a copy of the General Manager's report from Ms. Amrhein in their packet and asked if anyone had any questions or if Ms. Amrhein had anything to add.

Ms. Amrhein said I have nothing to add that we haven't talked about already but I'm happy to answer any questions.

Mr. Woods asked if there were any other questions. Hearing no questions he thanked Ms. Amrhein and moved on to the committee reports.

### **ADMINISTRATION COMMITTEE REPORT**

Mr. Woods said the Administration Committee did meet tonight and asked Mr. Jack Murphy for the Administration Committee report.

Mr. Murphy said the Administration Committee met tonight. We have a full roster of nominations for the Board officers. The committee also voted to move forward Resolution 2025-07-03, which we'll discuss later tonight, recognizing Mr. David Gynn for his many years of service.

Mr. Woods asked if there were any questions. Hearing none, he thanked Mr. Murphy and then moved onto the Finance Committee report.

### **FINANCE COMMITTEE REPORT**

Mr. Woods said everyone who is here was at the finance meeting and then asked if anyone had any questions for Ms. Rebecca Schrader.

Mr. Woods noted that the Finance Committee voted to bring forward to the Board two resolutions. Resolution 2025-07-01 for the purchase of four (4) clean diesel vehicles through CMAQ and Resolution 2025-07-02, a resolution to award a contract to Beck Electric Company for site preparation work and installation of an emergency generator for the CNG fueling facility.

Mr. Woods said hearing no questions moved onto the Operations Committee.

### **OPERATIONS COMMITTEE REPORT**

Mr. Woods said the Operations Committee was not scheduled to meet and moved on to the Personnel Committee.

### **PERSONNEL COMMITTEE REPORT**

Mr. Woods said the Personnel Committee was also not scheduled to meet and moved on to Old Business.

### **OLD BUSINESS**

Mr. Woods said there was no Old Business and moved on to New Business.

### **NEW BUSINESS**

Mr. Woods said under New Business we have the election of the Board officers.

Mr. Woods asked if there are any additional floor nominations for any of the Board officer positions. Hearing none, Mr. Woods read the slate of board officers: President, Mr. Marvin Woods, Vice President, Mr. Mike Lewis, and Temporary Presiding Office, Mr. Jack Murphy.

Mr. Woods asked for a motion to accept the slate as presented.

Motion: **R.T. Mansfield**

Seconded: **Jack Murphy**

**Roll Call:**

|                 | Yes           | No |
|-----------------|---------------|----|
| Victor Baerman  | <b>ABSENT</b> |    |
| Karen Beck      | X             |    |
| Julee Cariglio  | X             |    |
| Debbie Davison  | X             |    |
| Virginia Harris | X             |    |
| Becky Lehman    | X             |    |
| Mike Lewis      | <b>ABSENT</b> |    |

|                         | Yes           | No |
|-------------------------|---------------|----|
| R. T. Mansfield         | X             |    |
| Jack Murphy             | X             |    |
| Janice Simmons-Mortimer | X             |    |
| Frank Vitale            | <b>ABSENT</b> |    |
| Stacey Wilson           | <b>ABSENT</b> |    |
| Karen Wise              | <b>ABSENT</b> |    |
| Marvin Woods            | X             |    |

Mr. Woods said that the **slate of officers was approved unanimously**.

Mr. Woods offered congratulations and said since the slate has been approved, everyone will serve in their positions for a one-year term starting immediately.

Mr. Woods said that the schedule of the Board and Finance Committee meetings for 2026 was in the board packet for everyone to review. Normally they meet on the fourth Thursday of each month. The Finance Committee meets prior to the Board of Trustees meetings.

Mr. Woods asked if there was any objection to the dates or times as presented. Hearing none, the Board and Finance Committee will continue to meet on the fourth Thursday of each month beginning at 6:30 p.m. unless otherwise noted.

Mr. Woods said hearing no additional New Business he moved to the Resolutions

**RESOLUTIONS**

Mr. Woods introduced Resolution #2025-07-01.

**#2025-07-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO APPLY FOR FEDERAL CONGESTION MITIGATION/AIR QUALITY FUNDS PROGRAMMED BY THE AKRON METROPOLITAN AREA TRANSPORTATION STUDY (AMATS) FOR FEDERAL FISCAL YEAR 2030 TO PURCHASE UP TO FOUR (4) CLEAN DIESEL VEHICLES.**

Mr. Woods asked for a motion to approve this resolution.

Motion: **R.T. Mansfield**

Second: **Jack Murphy**

Mr. Woods asked if there were any questions or comments. Hearing none he asked for a roll call.

**Roll Call:**

|                 | Yes           | No |
|-----------------|---------------|----|
| Victor Baerman  | <b>ABSENT</b> |    |
| Karen Beck      | X             |    |
| Julee Cariglio  | X             |    |
| Debbie Davison  | X             |    |
| Virginia Harris | X             |    |
| Becky Lehman    | X             |    |

|                         | Yes           | No |
|-------------------------|---------------|----|
| R. T. Mansfield         | X             |    |
| Jack Murphy             | X             |    |
| Janice Simmons-Mortimer | X             |    |
| Frank Vitale            | <b>ABSENT</b> |    |
| Stacey Wilson           | <b>ABSENT</b> |    |
| Karen Wise              | <b>ABSENT</b> |    |

Mike Lewis

ABSENT

Marvin Woods

X

Mr. Woods said the **resolution was approved unanimously**.

Mr. Woods introduced Resolution #2025-07-02.

**#2025-07-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO NEGOTIATE, ENTER INTO, AND SIGN AN AGREEMENT WITH BECK ELECTRIC COMPANY, LLC FOR THE SITE PREPARATION WORK AND INSTALLATION OF AN EMERGENCY GENERATOR FOR THE CNG FUELING FACILITY AND BUS WASH/SERVICE BUILDING FOR A TOTAL PROJECT COST NOT TO EXCEED \$220,000.**

Mr. Woods asked for a motion to approve this resolution.

**Motion: Jack Murphy**

**Second: Debbie Davison**

Mr. Woods asked if there were any questions or comments. Hearing none he asked for a roll call.

| Roll Call:      | Yes           | No |                         | Yes           | No |
|-----------------|---------------|----|-------------------------|---------------|----|
| Victor Baerman  | <u>ABSENT</u> |    | R. T. Mansfield         | <u>X</u>      |    |
| Karen Beck      | <u>X</u>      |    | Jack Murphy             | <u>X</u>      |    |
| Julee Cariglio  | <u>X</u>      |    | Janice Simmons-Mortimer | <u>X</u>      |    |
| Debbie Davison  | <u>X</u>      |    | Frank Vitale            | <u>ABSENT</u> |    |
| Virginia Harris | <u>X</u>      |    | Stacey Wilson           | <u>ABSENT</u> |    |
| Becky Lehman    | <u>X</u>      |    | Karen Wise              | <u>ABSENT</u> |    |
| Mike Lewis      | <u>ABSENT</u> |    | Marvin Woods            | <u>X</u>      |    |

Mr. Woods said the **resolution was approved unanimously**.

Mr. Woods introduced Resolution #2025-07-03.

**#2025-07-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING DAVID GYNN, BOARD TRUSTEE, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.**

Mr. Woods asked for a motion to approve this resolution.

**Motion: Jack Murphy**

**Second: Karen Beck**

Mr. Woods asked if there were any questions or comments. Hearing none he asked for a roll call.

| Roll Call:      | Yes           | No |                         | Yes           | No |
|-----------------|---------------|----|-------------------------|---------------|----|
| Victor Baerman  | <u>ABSENT</u> |    | R. T. Mansfield         | <u>X</u>      |    |
| Karen Beck      | <u>X</u>      |    | Jack Murphy             | <u>X</u>      |    |
| Julee Cariglio  | <u>X</u>      |    | Janice Simmons-Mortimer | <u>X</u>      |    |
| Debbie Davison  | <u>X</u>      |    | Frank Vitale            | <u>ABSENT</u> |    |
| Virginia Harris | <u>X</u>      |    | Stacey Wilson           | <u>ABSENT</u> |    |
| Becky Lehman    | <u>X</u>      |    | Karen Wise              | <u>ABSENT</u> |    |
| Mike Lewis      | <u>ABSENT</u> |    | Marvin Woods            | <u>X</u>      |    |

Mr. Woods said the **resolution was approved unanimously**.

Mr. Woods offered his congratulations to Mr. Dave Gynn.

Mr. Gynn said it really has been a privilege, as all of you know who are serving on the Board, to see how important transportation is in Portage County. You know what a solid, really solid foundation in the company and staff and board members that we have. I think it's one of the thrills of my life to have been able to serve on this board, thank you very much.

Mr. Woods thanked Mr. Gynn for his service and said that Ms. Amrhein would like to say something.

Ms. Amrhein said to Mr. Gynn, thank you again. You stepped up during one of the worst times in our history to be the president during COVID. Your steadfast support and your genuine appreciation for the services that we provide really mean a lot to us. We'll miss you.

Mr. Gynn expressed his thanks to everyone.

Mr. Woods said that you're a hard act to follow, but I'll do my best. Thank you for your service.

Mr. Woods asked if there were any other questions or comments and mentioned that there's cookies.

Ms. Denise Baba said we need volunteers for our fair booth. If you all have any time, there's a sign-up sheet right over there and the tchotchkes that we will be passing out at the fair and we have a special one in there that promotes our renewable natural gas. There's a bag for each of you. So, check those out and again, if you are able to give us a couple of hours, we'd really appreciate it. Thank you. And it starts on Tuesday, August 19 through Sunday, August 24.

Mr. Woods said hearing no additional questions or comments we can move on to Executive Session.

### **EXECUTIVE SESSION**

Mr. Woods said there is no need for an Executive Session.

### **ADJOURNMENT**

Mr. Woods asked for a motion to adjourn. **Mr. R.T. Mansfield** motion to adjourn, **Ms. Karen Beck** seconded. Mr. Woods thanked everyone for coming.

The meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Sony Richardson-Gilroy  
Executive Assistant