



**GTA BOARD OF DIRECTORS VIRTUAL MEETING**

**February 25, 2021**

**12:30pm**

**MINUTES**

- Members Present:** Mr. Stephen Astemborski, Mr. Scott Craig (Treasurer), Ms. Addy Matney, Mr. David Mitchell, Mr. Dick O'Neill (Board Chair), Ms. Amanda Warren (Vice Chair)
- Absent Board Members:** Kathleen Black
- Greenlink Staff:** Jasmin Curtis (Operations & Safety Manager), James Keel (Transit Director), Matthew Loomis Rehnberg (Transit Planner), Jason Sanders (Fleet Manager), Kayleigh Sullivan (Transit Planning Manager)
- Other City Staff:** Karen Crawford (Deputy OMB Director), Dorothy Dowe (City Council), Kristina Junker (Budget Administrator), Micah Snead (Financial Analyst)
- Other Attendees:** Asangwua Ikein (County Planning), Susan McLarty (GHA Director)

**Mr. Dick O'Neill, GTA Board Chairman, called the meeting to order at approximately 12:30 p.m.**

**Quorum established by roll call.**

**Ms. Amanda Warren made a motion to approve the January 28, 2021 GTA Board Annual Meeting Minutes. Mr. David Mitchell seconded the motion. There is no opposition. The motion carries.**

**No Public Comments related to items on the agenda.**

**Director's Report (Presented by James Keel, Transit Director):**

- To implement later hours on Saturday, there are 8 openings needed to be filled with 3 candidates in the hiring process. Two more resignations are expected. Not likely to launch Saturday later hours until July.
- Fleet in state of good repair. Waiting on 1 vehicle to arrive in June or July.
- Board should receive TDP update from CTG in May.
- New facility stakeholder meeting was held February 18. Still in negotiations with Project Manager.
- RFP for shelter relocation/installation out through Procurement now. Working on Construction and Advertising procurements.
- Budget due to be submitted February 26.
- O&M Facility Communications Plan on website being updated.
- TSA directive issued stating masks now required on buses at all times. This is being updated on COVID webpage.
- Multi-day pass launched last month.

**Greenville Homeless Alliance Update (Presented by GHA Director Susan McLarty):**

Ms. McLarty commended Greenlink for moving 80 individuals between the ages of 3 weeks and 80 years on January 18 from the condemned Economy Inn Motel. Most of these people did not have cars and only had moments to leave and faced low temperatures outside. It was the County's suggestion that Greenlink be contacted to aid in transporting evacuees. A church offered shelter for some of the evacuees. Greenlink also transported persons to Red Roof Inn when they agreed to provide 20 rooms. They received a bus pass and Greenlink spoke with them on how routes worked. A number of these persons have used the bus passes to find employment and housing. Mr. Keel stated Greenlink is here to aid the community.

**Unfinished Business**

**A motion was made by David Mitchell and seconded by Ms. Addy Matney to approve and adopt the fiscal year 2020-2021 capital budget amendment no. 3 for increased funding totaling \$1,681,845.00. This budget amendment allocates \$688,022 in capital funding for the purchase of an updated fare collection system, \$271,000 in capital funding for the manufacturing and delivery of the new bus stop amenities, \$30,795 in funding for an update of the Transit Development Plan, \$76,310 in capital funding to purchase and install a generator at the Greenlink Bus Terminal, \$29,358 in capital funding to purchase and install driver shields in the Proterra buses and \$586,360 in funding for Project Management Services. The resolution number is 2021-06. There is no opposition. The motion carries.**

**A motion was made by Ms. Amanda Warren and seconded by Ms. Addy Matney to adopt updated GTA Mission, Vision, and Goals. This change incorporates a sustainability goal for future fleet purchases as expressed by the Board**



58 at the January 11, 2021 Board Work Session. The Resolution number is 2021-07. There is no opposition. The motion  
 59 carries.

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 61 A motion was made by Mr. David Mitchell and seconded by Ms. Addy Matney to authorize United Against Slavery,  
 62 who received an award to combat human trafficking from the USDOT, to list GTA as an oversight agency and distribute  
 63 the national outreach survey for transportation (NOST) to Greenlink employees. The resolution number is 2021-08.  
 64 There is no opposition. The motion carries.

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 66 **New Business:**  
 67 **GTA Invoices (Presented by Kristina Junker, Budgets Administrator)**  
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Date	Vendor	Description	Invoice #	Amount
2/9/21	City of Greenville	January 2021 expenses	87337	497,886.99
2/8/21	Coach Crafters	Driver barrier system	FL23431	87,100.00
1/31/21	Greene Finney	First audit invoice	17459	11,000.00
2/4/21	Greenville Water	Fee for conference room rental	GW-242021	75.00
1/1/21	Proforma	Advertisements made	BK76001972A	271.15
1/28/21	Proforma	Driver cards for Human Trafficking campaign	B798004570A	240.47
2/8/21	Proforma	Ads made for Human Trafficking campaign	BK76002334A	735.38
1/31/21	Roe Cassidy Coates Price	Legal services	1032859	380.00
1/1/21	Synchromatics	Spare parts for CAD/AVL system	124102	4,150.00
1/29/21	Travelers	Damages due from accidents	000591470	2,300.00
<b>Total</b>				<b>\$604,138.99</b>

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 70 A motion was made by Mr. Scott Craig and seconded by Ms. Amanda Warren to pay invoices totaling \$604,138.99.  
 71 This is subject to the availability of funds. There is no opposition. The motion carries.

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 73 A motion was made by Mr. David Mitchell and seconded by Ms. Amada Warren to authorize and direct the Board Chair  
 74 to execute and deliver a memorandum of understanding (MOU) with Goodwill Industries of Upstate/Midlands, the  
 75 Greenville Chamber, and the Greenville County School District to participate in the Launch GVL Internship Program. This  
 76 will provide an internship for a Diesel and Automotive Mechanics student. This is resolution number 2021-09. There is  
 77 no opposition. The motion carries.

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 79 **Staff Assignee Updates (GTA Board Members):**

- 80 • Ms. Amanda Warren and her colleague, Stephen, have been in discussion with Greenlink staff regarding updating the
- 81 TDP and ensuring new routes go where they are needed.
- 82 • Mr. Scott Craig spoke with Matthew Loomis Rehnberg regarding bus stops and SCDOT engagement.

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 84 **Capital Projects Updates (Presented by Staff):**

85 New fareboxes are expected to arrive in April. Maintenance facility update will occur in the next couple of weeks.

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 87 **No public comments related to items not on the agenda.**

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 89 Council woman, Dorothy Dowe commended James Keel on excellent job presenting new fare boxes to the Council. She noted  
 90 that the package that went out on the annual meeting was very valuable.

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 92 **Ms. Addy Matney made a motion to adjourn. Mr. Scott Craig seconded the motion. There is no opposition. The motion**  
 93 **carries. The meeting adjourned at 1:02 p.m.**

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 Prepared by: Lorrie Brown Date: 3/25/21  
 Lorrie Brown, Board Secretary  
 Approved by: Richard O'Neill Date: 3/25/21  
 Richard O'Neill, GTA Board Chair

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