

Agenda

1. Call to Order  
Roll Call Oral
  2. Meeting Minutes  
Minutes from February 22, 2018 Meeting (Motion Required) Attachment 2a
  3. Guest Communications (limit 2 minutes) Oral
  4. General Manager's Report Attachment 4
  5. Committee Reports  
a. Finance Scheduled to Meet on 3/20  
b. Personnel Did Not Meet  
c. Facilities Did Not Meet  
d. Operations/Planning Did Not Meet  
e. Public Records Did Not Meet  
f. Nominations Did Not Meet  
g. By-Laws Did Not Meet
  6. Old Business
  7. New Business
    - Demand Response Service Review
  8. Resolutions - Roll Call Approval Required
- #2018-03-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO APPLY FOR AN ALTERNATIVE FUEL VEHICLE (AFV) CONVERSION GRANT THROUGH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) FOR FEDERAL FISCAL YEAR 2018 TO CONVERT UP TO SIX (6) 35 FOOT COMPRESSED NATURAL GAS (CNG) TRANSIT BUSES.** Attachment 8a
- #2018-03-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO NEGOTIATE A CONTRACT WITH PERSON CENTERED SERVICES (PCS) FOR MEDICAID TRANSPORTATION CONSULTATION AND SUPPORT SERVICES.** Attachment 8b

**#2018-03-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO NEGOTIATE AN AGREEMENT WITH KENT STATE UNIVERSITY (KSU) FOR LEASING THE KENT CENTRAL GATEWAY (KCG) SECOND FLOOR CONFERENCE ROOMS, LUNCHROOM, AND KITCHENETTE AREAS.** Attachment 8c

**#2018-03-04: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE TWO (2) TRANSIT BUSES, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).** Attachment 8d

**#2018-03-05: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES TO ACCEPT AND APPROVE THE UNIVERSITY HOSPITALS PORTAGE MEDICAL CENTER (UH PMC) TRANSPORTATION SERVICES AGREEMENT.** Attachment 8e

- 9. Executive Session - Roll Call Approval Required
- 10. Adjournment

**Next Regular Meeting:**

**April 26, 2018 @ 7 p.m.**  
**PARTA Administration Building**  
**2000 Summit Road**  
**Kent, Ohio 44240**

PARTA  
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

BOARD OF TRUSTEES MEETING MINUTES

PARTA ADMINISTRATION BUILDING  
2000 SUMMIT ROAD  
KENT, OHIO 44240

February 22, 2018

Board Members Present:

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

Jeff Childers  
Brian Gray  
David Gynn  
Virginia Harris  
Tim Lissan

R. T. Mansfield, TPO  
Jeremy Moldvay  
Frank Vitale  
Karen Wise

Staff Present:

Claudia Amrhein  
Marcia Fletcher  
Frank Hairston

Kelly Jurisch  
William Nome, Legal Counsel

Rebecca Schrader  
Brian Trautman

Members Not Present:

Pete Kenworthy (excused)

CALL TO ORDER

President Rick Bissler welcomed everyone to the February 22, 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 January 25, 2018, Board meeting were distributed; and he entertained a motion. Ms. Marge Bjerregaard made a motion to approve the minutes as presented. Mr. Jerry Beach 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. Amrhein if she would like to comment.

Ms. Amrhein thanked everyone for coming and invited everyone to the groundbreaking for the CNG fueling station on March 8. She pointed out that ridership is showing an increase this past month, which is a great sign. Hopefully, the adjustments with the fixed routes are bringing ridership back up. Summit Street is going to be open by summer, which should put operations back into their normal cycle.

Mr. Bissler asked if there was anything else. Hearing no further discussion, he moved on to committee reports. He asked Mr. Bellino to report on the Finance Committee.

### **FINANCE COMMITTEE REPORT**

Mr. Bellino said the Finance Committee met to review the year-end numbers. There's a lot of work involved in closing the books at the end of the year and there's always year-end adjustments. He noted that the committee recommends the resolution that's before the Board tonight. There was some discussion about the declining trends in revenue outside of the grants and sales tax. The General Manager's report alludes to the fact that contracts are always being reviewed for revamping. Demand response is constantly reviewed for ways to make sources of revenue more sustainable and consistent and not so much dependent on politics or economy, per se. There are a couple of little surprises that were in the numbers. One of them was the health insurance expense, which is continually being reviewed to determine if it was a good move and for a better understanding of the billing and expense process. Another surprise was the supplemental income from the Kent State revenues that is usually received from shuttles. There was a lot of discussion about the bottom line surplus of close to \$1 million that was projected over the last couple months. There's a memo attached from Ms. Schrader highlighting the line items that changed. The change in the Federal Capital Maintenance grant was brought to the Board in May in terms of how that accounting would be handled on the refurbished buses. Grant money came in and buses were refurbished, but because of the extent of the refurbishing, it's not an operating expense. It shouldn't be reflected on the operating report every month. It should be a capital item and accounted for in the capital budget report. When the grants came in, they were put on the revenue side of the operating report so that \$1 million was always overstated by that amount. The end of the year is when adjustments are caught and accurate reporting for auditing is reflected. Ms. Schrader caught that change and made the adjustment entries. The projections went from \$1 million to a little less than half a million dollars. The good news is, it's not a financial impact, it's just internal accounting and how it's reflected in reports.

Mr. Bissler asked if there were any questions for Mr. Bellino. Hearing none, he moved on to the other committee reports.

### **PERSONNEL COMMITTEE REPORT**

This committee did not meet.

### **FACILITIES COMMITTEE REPORT**

This committee did not meet.

### **OPERATIONS/PLANNING COMMITTEE REPORT**

This committee did not meet.

### **PUBLIC RECORDS COMMISSION REPORT**

This committee did not meet.

**NOMINATIONS COMMITTEE REPORT**

This committee did not meet.

**BY-LAWS COMMITTEE REPORT**

Mr. Bissler said the other committee that met was the By-Laws Committee. He thanked Mr. Childers, Mr. Mansfield, Mr. Nome, Ms. Amrhein, Ms. Jurisch, and Ms. Fletcher for their time. There have been two (2) meetings already and the OTRP attorney is reviewing the By-Laws for accuracy. Minutes have been distributed for one of the meetings. He asked for input or questions. Hearing none, he moved on to the resolution.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**Resolution**

**#2018-02-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES TO ACCEPT AND APPROVE THE COLEMAN PROFESSIONAL SERVICES – COLEMAN ADULT DAY CARE (CADS) TRANSPORTATION SERVICES AGREEMENT.**

**Motion: David Gynn                      Second: Marge Bjerregaard**

Mr. Bissler asked if there were any questions.

Mr. Vitale asked how much revenue was received on an annual basis from this contract.

Ms. Amrhein said this past year it was about \$40,000; however, it is expected to increase due to the shift in drawing down the \$2.12 per mile for eligible PASSPORT clients. If there were the exact same number of trips under the new contract as in the past year, it would increase by about twice. The numbers could change and impact the total.

Mr. Vitale asked for an explanation of what Coleman was.

Ms. Amrhein said Coleman Professional Services is a large nonprofit entity that runs many different organizations. One of them is Coleman Adult Day Care, which is day services for older adults. PARTA has provided their transportation for many years.

Mr. Vitale asked if there were other associations like this that PARTA can provide services for in the county.

Ms. Amrhein said PARTA has a contract with the Board of DD and has been working on other contracts trying to nail down as many as possible to help bolster the demand response service.

Mr. Vitale asked who pays the \$2.12 per mile.

Ms. Amrhein said it's a source of funding and eligibility is determined based on criteria for that funding source.

Mr. Vitale asked if Medicaid was the funding source.

Ms. Amrhein said she thought it was.

Mr. Nome said Coleman will be invoiced by PARTA and will pay the invoice directly. Individual clients are not billed. Coleman is active and has operations in about nine (9) different counties in Ohio. The Adult Day Care is located on North Chestnut Street right before you get to the hospital. Part of their mission is to arrange transportation. This is a new contract and would essentially be an increase in revenue.

Mr. Gynn said he has been involved with Coleman for some time and the Adult Day Care could not exist if they didn't have public transportation. Most of the people do not have other means of getting there and it's truly a service serving the people who need it the most. It's high on the list of people who need it.

Ms. Amrhein said restructuring demand response has been explored over the past few years. As part of that restructuring, individuals calling in for a \$2 trip may not be getting the transportation they need. Ensuring that Coleman has a contract and understanding that this would help to guarantee that service for their clients was PARTA's goal. This way, the individuals from Coleman are in the system and general public can be built around it, which works best for everybody.

Mr. Bissler asked if there were any other questions. Hearing none, roll call was taken as follows:

Roll Call:	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Frank Vitale	<u>X</u>	___	Richard Brockett	<u>X</u>	___
David Gynn	<u>X</u>	___	Brian Gray	<u>X</u>	___
Virginia Harris	<u>X</u>	___	Jeremy Moldvay	<u>X</u>	___
Marge Bjerregaard	<u>X</u>	___	Dominic Bellino	<u>X</u>	___
Pete Kenworthy	<b>EXCUSED</b>	___	Jeff Childers	<u>X</u>	___
Karen Wise	<u>X</u>	___	Rick Bissler	<u>X</u>	___
Jerry Beach	<u>X</u>	___	R. T. Mansfield	<u>X</u>	___
Timothy Lassan	<u>X</u>	___			

Mr. Bissler was pleased that just about all Board members were present, except for Mr. Kenworthy, who is teaching a class this semester. He then asked Mr. Hairston if he had anything for the good of the order.

Mr. Hairston thanked Mr. Bissler and invited everyone to the groundbreaking on March 8 at 10 a.m. He noted that there haven't been a lot of pictures of Board members at recent events and would like to share some from the groundbreaking and ribbon cutting. March 16 is National Transit Drivers Appreciation Day. Some staff members will be here at 5 a.m. providing breakfast for the first drivers who come in and then Mr. Trautman came up with an idea last year to serve pizza to those drivers who come in later. He invited Board members to stop in and tell the drivers how much they are appreciated. He said Ms. Manning wanted him to let the Board know that the Valentine's Day free ride program resulted in transportation for 6,191 individuals. To show the increase in ridership, he noted that on January 31, 5,462 individuals were transported; and on February 7, 5,331 individuals were transported. He concluded by saying the golf outing is May 19 and more information will be forthcoming.

Mr. Gynn asked if PARTA would be notifying the public about the drivers appreciation day.

Mr. Hairston said something will be put in the paper.

**EXECUTIVE SESSION**

No need for an executive session.

**ADJOURNMENT**

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

Ms. Marge Bjerregaard made a motion to adjourn the meeting. Ms. Virginia Harris seconded the motion. **Motion to adjourn passed unanimously.**

The meeting adjourned at 7:19 p.m.

Respectfully submitted,



Marcia Fletcher  
Executive Assistant

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**

**BOARD OF TRUSTEES**  
**BY-LAWS COMMITTEE MEETING**  
**MINUTES**

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

**February 14, 2018**

**Committee Members Present:**

Rick Bissler

Jeff Childers

R. T. Mansfield

**Staff Present:**

Claudia Amrhein  
Marcia Fletcher

Kelly Jurisch  
William Nome, Legal Counsel

**CALL TO ORDER**

Committee Chair Rick Bissler welcomed everyone to the February 14, 2018, PARTA By-Laws Committee meeting and called the meeting to order at 2:02 p.m. An oral roll call followed, and a quorum was present.

Mr. Bissler gave the committee members some time to review the minutes from the February 6 meeting. He then asked for a motion to approve the minutes. Mr. R. T. Mansfield made a motion to approve the minutes. Mr. Jeff Childers seconded the motion. Motion passed unanimously.

**GUEST COMMUNICATIONS**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Mr. Bissler said more thought was given to the By-Laws after the February 6 committee meeting. He noted that there are two (2) sets of By-Laws that were distributed. The first set has the revisions from the meeting and the second set includes the revisions from the meeting, along with some extra thoughts. He asked Ms. Jurisch to give the background on the changes and why they were made.

Ms. Jurisch said a discussion took place at the last By-Laws Committee meeting about the difficulty in finding individuals to serve as board members and giving some leeway for absences. Language has been added to allow for a one time leave of absence in the member's three-year cycle. This might give some flexibility to people who are serving on the Board. We're reviewing

senior staff structure and thought was given to restructuring the Board's committees. There was also discussion about the confusion with combined committee meetings. Language was added specifically about calling out alternates before the meeting begins. That way, if somebody comes in late, they're not sitting on the committee, inflating it temporarily.

Mr. Bissler said if someone is going to be late, all they need to do is call in and say they're going to be late. If they don't call in, it's assumed that they're not coming, and an alternate is named. If for some reason the other committee member shows up after the meeting starts, they're welcome to sit in on the meeting, but it's not fair to the alternate who's been in the meeting from the beginning to then be kicked off and the other person seated.

Mr. Childers asked why even appoint an alternate if there is a quorum.

Mr. Bissler said that would be up to the chair, but it does make voting easier with three (3) trustees rather than two (2).

Ms. Jurisch said if there are fewer committees, potentially more members could be assigned to those committees. A couple times, the Personnel Committee didn't have a quorum. Spelling out how to add an alternate to a committee will make it clearer. The proposed committee structure is a Finance Committee, Administration Committee, Personnel Committee, and Operations Committee. The Personnel Committee will be kept separate, even though a lot of the duties would fall under the Administration Committee, because the Personnel Committee has one job, which is to oversee the General Manager.

Mr. Mansfield said that sounds logical because there doesn't need to be a Facilities Committee apart from the Operations/Planning Committee. In recent history, both committees met together.

Mr. Bissler said a staff member will be assigned to each committee to correlate with the new senior staff structure.

Mr. Mansfield said that works out well with the Finance Committee. He believes PARTA has the finest Finance Committee of any board that he's aware of. Fiduciary responsibility is taken seriously. Everybody on the Finance Committee needs to understand how to read a balance sheet and what's in it.

Moving on, Mr. Bissler asked about the alterations with the notice to the news media.

Ms. Jurisch said a discussion took place at the last meeting about using PARTA's social media for notices of meetings because of the need to provide a 24-hour notice to the newspaper. Even though that doesn't mean it has to be published, the message needs to get out there some way. Language has been added to reflect that social media presence. She noted that she did not find anything in the Ohio Revised Code that indicated the notice had to appear in a newspaper of general circulation.

Mr. Nome said that's only for certain specific provisions of by-laws. If by-laws are being adopted, amended, or dealing with alcoholic beverages, preservation of good order within or on transit vehicles or transit property, dealing with protection or preservation of all property and life within or on transit vehicles or transit property, or dealing with taxes, then it must be published once a week for two (2) consecutive weeks in a newspaper of general circulation. The reason that was put in the first time was because all the Sunshine Laws say a reasonable method of giving notice must be adopted. The courts are bound by the newspaper of general circulation.

Mr. Bissler said he's usually the one who wants to see these things tightened up rather than made longer and more complicated. However, he suggested adding the chapter and verse into the By-Laws that indicates the specific provisions to make it easier for future management to know where to go to look.

Mr. Nome said the Sunshine Law talks about reasonable method of notice and having a special meeting for general purposes. The looser the language is in the By-Laws, the better.

Mr. Bissler said the other caveat is none of what is being investigated is designed to circumvent the concept of the Sunshine Law. There was a situation sometime last year where there was a need for a committee meeting, but there wasn't enough time to have it because, at that point, the thought was that it had to be published 24 hours in advance. Nothing says it must be published. Matching the By-Laws with state law would have allowed the committee meeting.

Mr. Nome said other organizations send notices as a news item. The Record Courier will publish it as a news item if they have room. If they don't publish it, that's not their problem. However, if the notice is paid for, *PARTA* would not be responsible if it was not published. He said it must be done in a reasonable method, whatever that might be. He said there's no problem with overkill. If it is run as a paid legal ad, the *Record Courier* could also run it as a news item.

Moving on, Ms. Jurisch said page 1 shows the insertion of "or resolutions." Page 2 shows the change about officers taking office after the conclusion of the annual meeting. Page 5 shows the change about the notice to the news media and the President only voting in case of a tie. Page 6 shows the change about only giving out approved minutes. Also, on page 6, the order of business was updated to comply with current agendas.

Mr. Bissler added that page 6 does have the caveat language "unless otherwise necessary to conduct business," which allows for moving the order around if needed.

Ms. Jurisch said for public attendance and participation, if guidelines on public comments need to be revised, language has been included for that. Under committees, on page 6, the change about all board members being able to serve as an alternate is included. On page 7, the committee changes are outlined.

Mr. Nome pointed out the language in the By-Laws that the oath is being administered to the new trustee by the secretary/treasurer of the Board or his or her designee. He asked if there was any requirement that the secretary/treasurer, or designee, be authorized to administer oaths. Notaries are all authorized to administer oaths.

Ms. Jurisch said there is no requirement but noted that Ms. Amrhein is a Notary.

Ms. Amrhein added that Ms. Fletcher is also a Notary. She said language can be added if the committee decides it should be.

Mr. Bissler suggested checking with a couple other RTAs to see what they require before that language is added.

Mr. Childers suggested including a Notary as part of the job requirement of the General Manager and the assistant.

Mr. Nome suggested contacting OTRP to see what they think.

Mr. Bissler entertained a motion to accept the By-Laws with the changes.

Mr. R. T. Mansfield made a motion to accept the changes. Mr. Childers said he would like to have more discussion.

Mr. Childers asked if this was going to be presented to the Board in one lump sum or piecemeal. There are changes to 10 different areas.

Mr. Bissler suggested releasing the entire document to them and then Ms. Jurisch can explain it.

Mr. Childers said he had a couple small things. On page 6, it should read "any" Board member may serve as an alternate, instead of "all." It sounds better. He said the other issue he has is the four (4) month leave of absence. He's troubled by even having that in there. When someone signs on for the board, they sign on to be at the meetings. He asked what would be considered an extenuating circumstance in terms of an absence. Short of something serious, like a medical condition, perhaps there is too much leeway.

Mr. Bissler agreed and said if there's a way of saying a finite amount of time rather than saying four (4) meetings during a term to have an excused absence.

Mr. Childers said if someone is given an exemption for four (4) months this year and then two (2) years from now, something else comes up, how would that be handled. He suggests leaving it out completely.

Ms. Jurisch said the procedure will continue as is by calling in and being excused.

Mr. Childers said if it becomes an issue, it can be dealt with it at that time.

Mr. Bissler said if it becomes an issue, then maybe it's a one-on-one conversation. Ms. Fletcher could indicate in the minutes if a Board member is excused or unexcused and if it's their first, second, or third absence. Public opinion isn't a bad thing to get people to perform. He said it needs to be monitored to make sure it's done evenly, fairly, and consistently.

Mr. Childers said he can't vote yes on the changes if that's in there.

Mr. Nome said there should be some flexibility with absences. Although it may not be optimum to have a Board member out for six (6) months, it may be better than having an empty seat.

Ms. Jurisch said these are the Board's By-Laws. The changes are suggestions to make it easier and more consistent. As staff, once someone is on a committee and they know what's going on, it is beneficial to keep them if they're willing to serve. It makes it easier on the staff.

Mr. Bissler asked Mr. Childers if he would second the motion if that change was made to attendance.

Mr. Childers said he would.

Mr. R. T. Mansfield made a motion to accept the changes to the By-Laws as discussed. Mr. Jeff Childers seconded the motion. Motion passed unanimously.

Mr. Bissler thanked Ms. Jurisch for all her diligence.

Mr. Childers added that the document that Ms. Jurisch sent through is well done and he was pleased. She's put a lot of work and effort into this.

Mr. Mansfield asked if the size of the committees was specified anywhere.

Mr. Bissler said there was a point in time when everybody sat on a committee. The problem was, they couldn't get quorum because there are people who cannot get away during the day or even another evening. That's why it went back to three (3) members on a committee. That way, a quorum is guaranteed. If the Board approves the changes in the committee structure, then a determination will be made as to who is on which committee and which staff member is assigned to each committee.

Ms. Amrhein asked if the committee had any interest in running these in a draft form past Mark Landes.

Mr. Bissler said he would prefer that.

Mr. Nome noted that the Public Records Commission is set up in the Public Records Policy. That's not part of the By-Laws, even though the members of that Commission are appointed by the Board President.

Mr. Childers said he was on a by-laws committee recently for the Historical Society in Suffield and they added a requirement to review the by-laws every three (3) years. He asked if PARTA's By-Laws should have something in there that the By-Laws would be reviewed approximately every three (3) years.

Mr. Bissler agreed but said he would hate to have something in the By-Laws that would be an issue if it was missed.

Ms. Jurisch said she updates policies and pay structures every three (3) years and she could add the By-Laws to that update.

Ms. Amrhein said the review is set for the year that union negotiations occur.

Mr. Childers asked if the committee needed to meet again after Mr. Landes reviews the By-Laws.

Ms. Jurisch said the committee will have to meet again if there are any changes.

Mr. Bissler didn't think it would be necessary to meet if the changes were simple edits.

Mr. Nome said if the changes are simply minor edits, the committee can present the changes at the regular board meeting indicating the committee has no objection to the changes.

Mr. Childers said he thinks that after Ms. Jurisch has revised everything down to a final draft, that the committee probably would like to look at it and then vote up or down on it. A meeting of the committee could be set up before the regular Board meeting, so it wouldn't interfere with work schedules. He suggested that this committee consider it and then wait a month before it goes to the Board.

Mr. Mansfield agreed and said he'd like the Board members to have it for at least two (2) or three (3) weeks to review and think about before the meeting where they must vote on it.

Mr. Bissler asked if the committee wanted to vote on the changes before it goes to Mr. Landes.

Mr. Nome said OTRP usually has a quick turn around and the committee may very well have all the answers on this and can make a report at the next regular Board meeting. The By-Laws could be distributed for review for Board action the following month.

Ms. Jurisch said she will send the revised By-Laws to Mr. Landes, highlighting all the changes. If Mr. Landes has any changes, then the committee will have to meet again to discuss those changes.

Mr. Childers, Mr. Mansfield, and Mr. Bissler agreed.

Mr. Mansfield asked if the committee wanted to consider formalizing the suggestion of Mr. Childers about how often to have a By-Laws Committee review.

Mr. Bissler asked Ms. Jurisch to add that the By-Laws will be reviewed approximately every three (3) years.

### **ADJOURNMENT**

Hearing no further discussion, Mr. Jeff Childers made a motion to adjourn the meeting. Mr. R. T. Mansfield seconded the motion. **Motion to adjourn passed unanimously.**

The meeting adjourned at 2:51 p.m.

Respectfully submitted,



Marcia Fletcher  
Executive Assistant

**PARTA**  
 2000 Summit Road  
 Kent, Ohio 44240

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**GENERAL MANAGER'S REPORT**

**TO:** PARTA Board of Trustees *Claudia*  
**FROM:** Claudia B. Amrhein, General Manager  
**DATE:** March 2018

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**Committee Meetings and Resolutions.** The finance committee will meet on Tuesday, March 20 at 11:30 a.m. to review February finance reports and March resolutions. We'll provide lunch and as always, all board members are welcome to attend committee meetings.

- #2018-03-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO APPLY FOR AN ALTERNATIVE FUEL VEHICLE (AFV) CONVERSION GRANT THROUGH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) FOR FEDERAL FISCAL YEAR 2018 TO CONVERT UP TO SIX (6) 35 FOOT COMPRESSED NATURAL GAS (CNG) TRANSIT BUSES.
- #2018-03-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO NEGOTIATE A CONTRACT WITH PERSON CENTERED SERVICES (PCS) FOR MEDICAID TRANSPORTATION CONSULTATION AND SUPPORT SERVICES.
- #2018-03-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO NEGOTIATE AN AGREEMENT WITH KENT STATE UNIVERSITY (KSU) FOR LEASING THE KENT CENTRAL GATEWAY (KCG) SECOND FLOOR CONFERENCE ROOMS, LUNCHROOM, AND KITCHENETTE AREAS.
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- #2018-03-05: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES TO ACCEPT AND APPROVE THE UNIVERSITY HOSPITALS PORTAGE MEDICAL CENTER (UH PMC) TRANSPORTATION SERVICES AGREEMENT.

**Ohio EPA Alternative Fuel Vehicle (AFV) Conversion Grant.** Resolution #2018-03-01 requests authority to apply for funding through a new grant from Ohio EPA for \$25,000 per bus for six (6) buses to support the cost of converting the engines to CNG. The Ohio General Assembly allocated \$5 million from the Alternative Fuel Transportation Fund of the Ohio Developmental Services Agency for the program. Eligible alternative fuel vehicles must be registered in Ohio for operation on public highways and be used in business, primarily driving in Ohio. Pending finance committee review, we'll bring forward Resolution #2018-03-01 for consideration by the full board at the March board meeting.

**Transportation Service Agreements.** Two (2) important transportation service agreements are on the March agenda. Resolution #2018-03-02 requests authority to negotiate a contract with Person Centered Services (PCS) for Medicaid transportation consulting and support services. PCS is a state certified agency provider of day services and non-medical transportation in 11 counties. The agreement will provide a method for offering Medicaid-funded transportation through PARTA to individuals eligible for waiver services through the Portage County Board of Developmental Disabilities (PCBDD), working through PCS

as the provider of record for Medicaid billing. The agreement will be similar to the arrangement we have with PCBDD for non-waiver clients, at over \$16 per trip. Resolution #2018-03-05 requests authority to establish an agreement with University Hospitals Portage Medical Center for transporting hospital volunteers and patients released from the hospital without their own transportation. Pending finance committee review, we'll bring forward Resolution #2018-03-02 and Resolution #2018-03-05 for consideration by the full board at the March board meeting.

**Leasing Gateway Second Floor Conference Room Spaces.** Resolution #2018-03-03 requests authority to negotiate an agreement with Kent State University to lease the Gateway conference room spaces, lunchroom and kitchenette for use by the College of Architecture and Environmental Design. The University is in need of studio space for approximately 35 architecture students for at least two (2) years during their Master Plan construction project. Currently, the hotel rents the conference room spaces occasionally for small gatherings and overflow during larger events, but this use has not provided regular and predictable revenue to support Gateway operations. Leasing the spaces for the next few years will provide increased revenue while retaining control of the spaces for our own use or a different use, in the future. Pending finance committee review, we'll bring forward Resolution #2018-03-03 for consideration by the full board at the March board meeting.

**Purchasing Transit Buses.** Resolution #2018-03-04 requests authority to purchase two (2) 35-foot CNG transit buses via the TESCO contract awarded in November 2016. These buses will bring our CNG fleet to four (4) buses after receiving the first two (2) buses in April or May. Pending finance committee review, we'll bring forward Resolution #2018-03-04 for consideration by the full board at the March board meeting.

**Service Reports.** Ridership. Total county fixed route and demand response ridership decreased by 2.25% in February as compared to last year. County fixed route trips performed through February totaled 74,014 as compared to 75,720 trips performed through February 2017. Overall ridership, including campus service, increased by 2.89% with KSU increasing by 5.82% Total system ridership is 241,290 YTD February 2018 compared to February 2017 at 234,522. ADA Complementary Paratransit Service. ADA on-time compliance was 98.59% in February as compared to 99.98% in January. Of 284 trips, four (4) trips were performed between two (2) and 15 minutes late. General Public (non-ADA) Demand Response On-Time Performance. On-time performance for general public, non-ADA trips increased to 79.60% in February, as compared to 78.0% in January. Ridership decreased by 2.70% as compared to January. Total trips remained flat as compared to February 2017, with 7,146 trips performed this month and 7,163 trips performed last February. Vehicle Preventative Maintenance (PM). On-time compliance with established PM inspection schedules was 89% in February as compared to 99% in January. Parking. Total cars utilizing the deck during the month of February increased by 19% as compared to January but decreased by 14% as compared to February 2017.

**Recent Events.** CNG Station Update. Construction is well under way on the CNG fueling station. Many thanks to everyone who attended the Groundbreaking ceremony on March 8. We had a great turn out and received many positive comments about the project and our facility. Transit Driver Appreciation Day. PARTA celebrated "Transit Driver Appreciation Day" on March 16, providing breakfast and lunch for employees. PARTA is proud of the work of all our employees and is pleased to thank the men and women who serve as the face of PARTA every day, our bus drivers. Photos are enclosed in this packet.

**Upcoming Events.** AMATS Breakfast, Friday, May 5<sup>th</sup> at 8 a.m. Our annual breakfast brings officials from the metropolitan planning organization to Portage County. All board members are invited to attend. PPTAFI Golf Outing, Friday, May 19<sup>th</sup> at Paradise Lake Country Club. Flyers will be distributed.

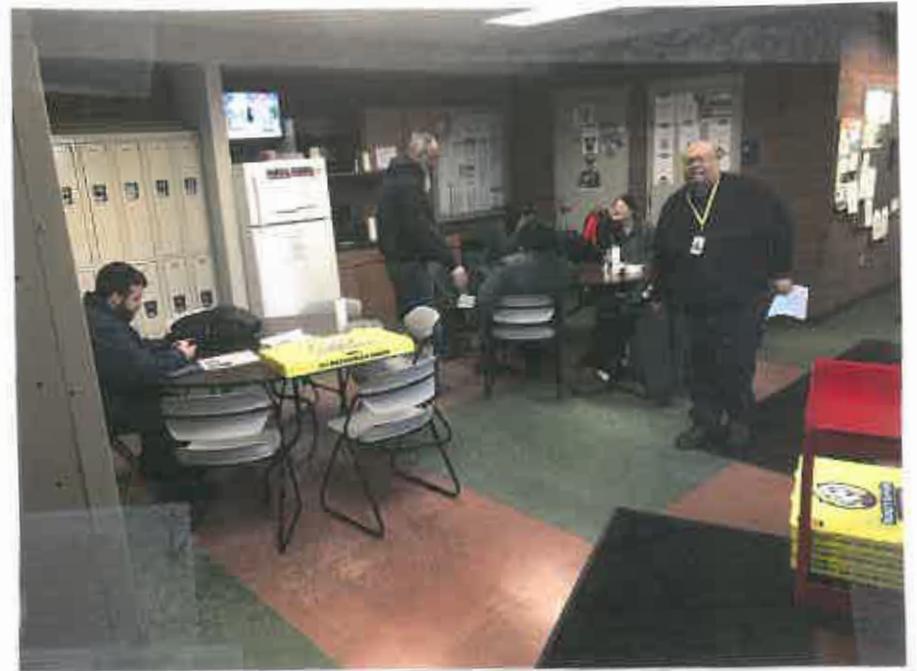
Thank you for your attention to these matters. If you have any questions prior to the board meeting, please feel free to contact me by calling (330) 676-6315, or by e-mail at [camrhein@partaonline.org](mailto:camrhein@partaonline.org).











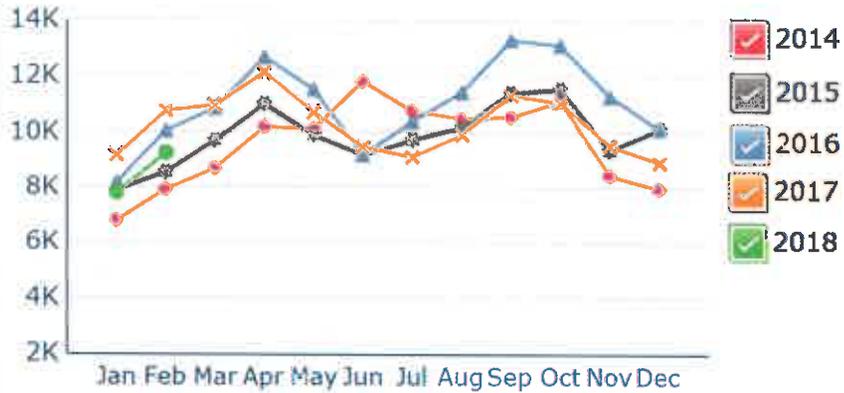


# Kent Central Gateway Report

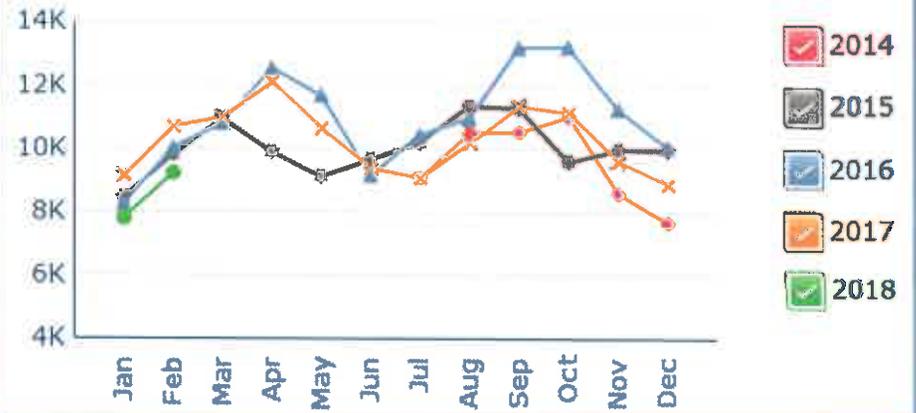
## February 2018

- Usage
- Duration
- Revenue
- Additional

### Cars Entering Total

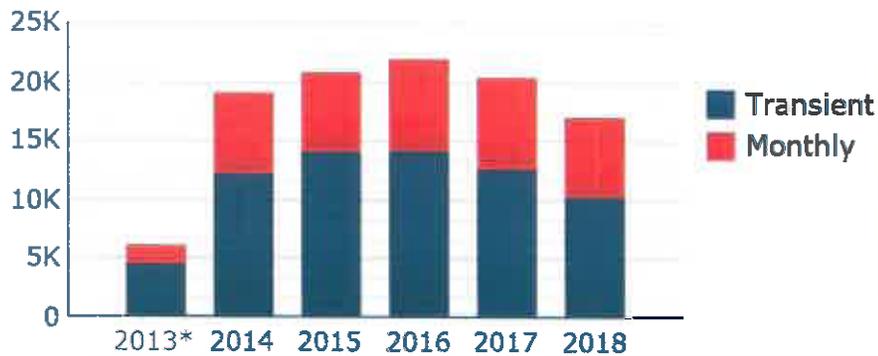


### Cars Exiting Total



### Entries per type

Previous Years Adjusted to Current YTD



Entries							
	Monthly	Transient	Illegal	Total	Car/Day	%Last M	%Last YR
Nov-17	3,828	5,672	-	9,500	317	-14%	-16%
Dec-17	2,792	6,114	-	8,906	287	-6%	-12%
Jan-18	3,627	4,163	-	7,790	251	-13%	-15%
Feb-18	3,487	5,749	-	9,236	330	19%	-14%

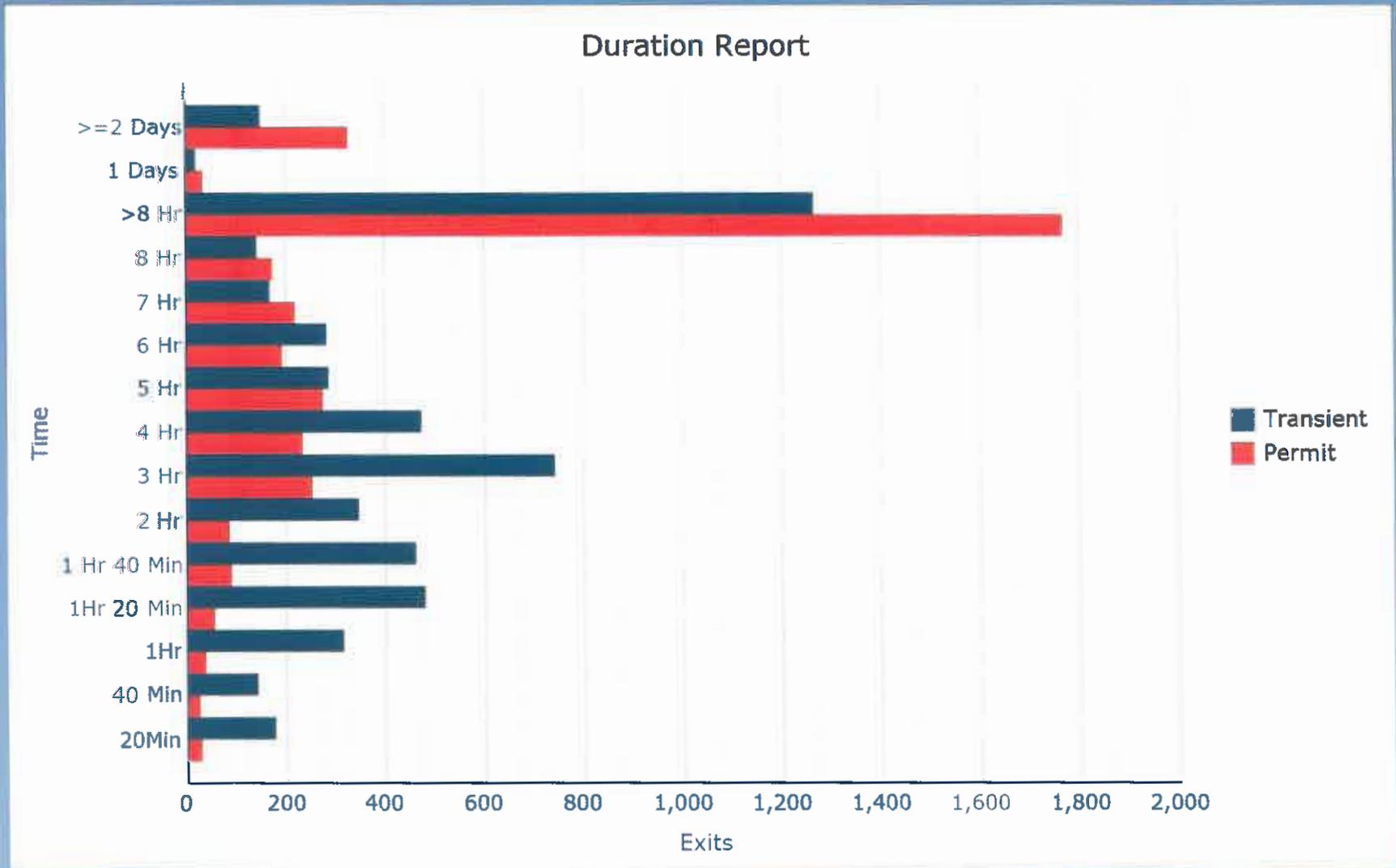
Exits							
	Monthly	Transient	Illegal	Total	Car/Day	%Last M	%Last YR
Nov-17	3,846	5,705	72	9,623	321	-14%	-15%
Dec-17	2,846	6,040	67	8,886	287	-8%	-12%
Jan-18	3,368	4,405	28	7,773	251	-13%	-15%
Feb-18	3,514	5,752	75	9,266	331	19%	-13%



# Kent Central Gateway Report

## February 2018

- Usage
- Duration**
- Revenue
- Additional



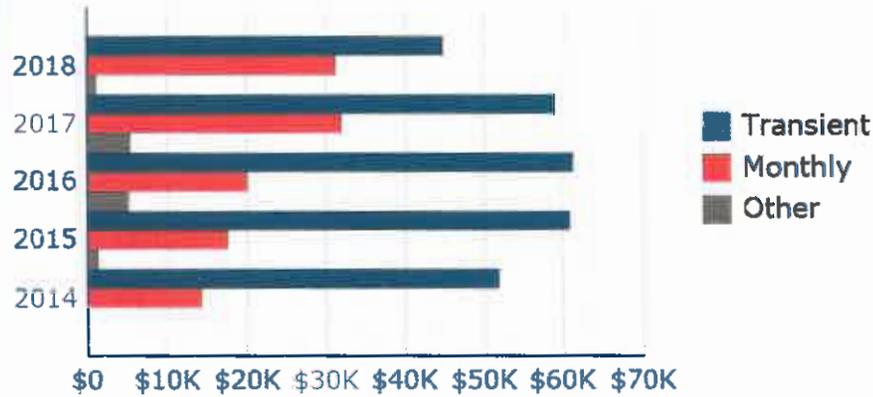


# Kent Central Gateway Report

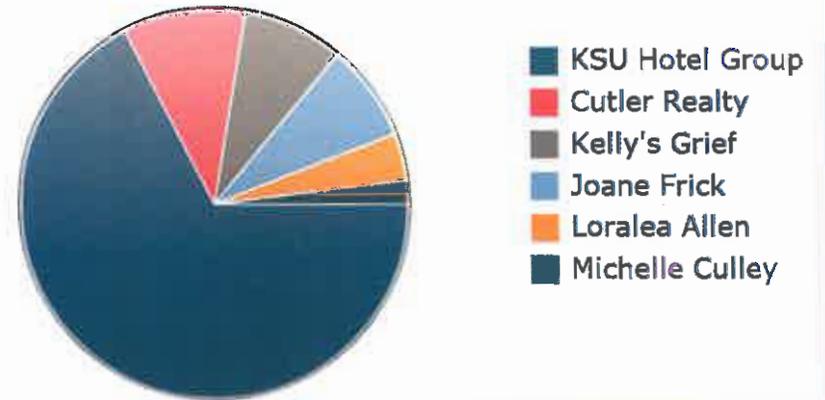
## February 2018

- Usage
- Duration
- Revenue
- Additional

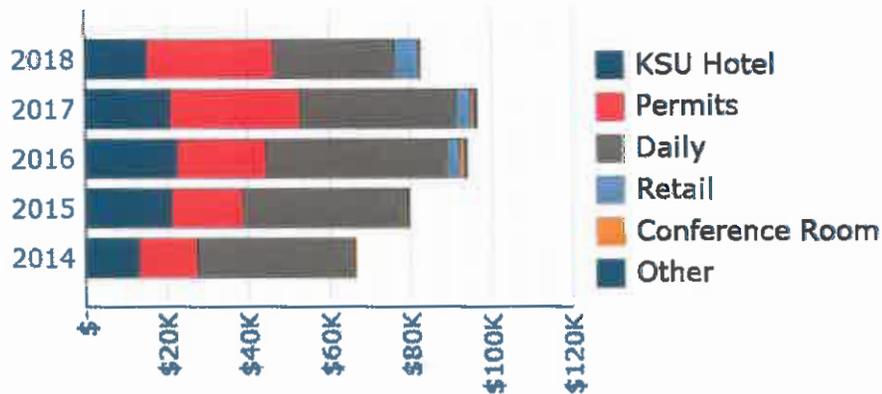
### Revenue By Category



### Enet Validation



### Revenue By Source



### Rate Types Collected



**RESOLUTION #2018-03-01**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO APPLY FOR AN ALTERNATIVE FUEL VEHICLE (AFV) CONVERSION GRANT THROUGH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) FOR FEDERAL FISCAL YEAR 2018 TO CONVERT UP TO SIX (6) 35 FOOT COMPRESSED NATURAL GAS (CNG) TRANSIT BUSES.**

**WHEREAS**, the Ohio Environmental Protection Agency (OEPA) has set aside monies for Alternative Fuel Vehicle (AFV) conversions; and

**WHEREAS**, public and private sector diesel fleets in any Ohio county can apply for these monies and be selected for funding by the Ohio Environmental Protection Agency (OEPA); and

**WHEREAS**, *PARTA* wishes to request funding to support the cost of converting engines in six (6) 35-foot transit buses not yet purchased to use Compressed Natural Gas (CNG) at the limit of \$25,000 per bus, for an estimated total grant request of \$150,000 for federal funding year 2018; and

**WHEREAS**, the fleet replacement schedule is vital to the continued efficient operation of *PARTA*.

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (*PARTA*) Board of Trustees that:

1. The General Manager, or her designee, is hereby authorized to apply for Alternative Fuel Vehicle (AFV) Conversion grant funds offered by the Ohio Environmental Protection Agency (OEPA) for the conversion of up to six (6) CNG transit buses at an estimated total grant request of \$150,000 for federal funding year 2018.
2. The Board of Trustees acknowledges and understands the Ohio Environmental Protection Agency (OEPA) Alternative Fuel Vehicle (AFV) conversion grant guidelines and confirms, to the best of its knowledge, that the information contained in the project application is accurate and that it intends to diligently pursue that project.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (*PARTA*), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held March 22, 2018.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Bissler, President  
Board of Trustees

\_\_\_\_\_  
Attested

**RESOLUTION #2018-03-02**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO NEGOTIATE A CONTRACT WITH PERSON CENTERED SERVICES (PCS) FOR MEDICAID TRANSPORTATION CONSULTATION AND SUPPORT SERVICES.**

**WHEREAS, PARTA evaluated its demand response (DR) service and cost centers during 2017 and put together a strategic service plan to address the increasing need for demand response (DR) service and the diminishing funding streams available to support it, resulting in the expenditure of more local dollars to offset the cost to provide service; and**

**WHEREAS, PARTA explored and identified Medicaid certification as a component to consider in planning the restructuring of demand response (DR) service for 2018 and beyond; and**

**WHEREAS, the goal is to design a demand response (DR) service structure that will be sustainable and resilient against funding uncertainties, changing regulations, and the ongoing cost to provide service while balancing the promise made with the passage of the sales tax – “Moving the People Who Need It Most”; and**

**WHEREAS, Person Centered Services (PCS) is a consulting firm that specializes in Medicaid transportation and support services; and**

**WHEREAS, PARTA requests authorization to negotiate a contract with Person Centered Services (PCS) for Medicaid transportation consulting and support services.**

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (PARTA) Board of Trustees that:

1. The General Manager, or her designee, is hereby authorized to negotiate a contract with Person Centered Services (PCS) for Medicaid transportation consultation and support services.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held March 22, 2018.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Bissler, President  
Board of Trustees

\_\_\_\_\_  
Attested

**RESOLUTION #2018-03-03**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO NEGOTIATE AN AGREEMENT WITH KENT STATE UNIVERSITY (KSU) FOR LEASING THE KENT CENTRAL GATEWAY (KCG) SECOND FLOOR CONFERENCE ROOMS, LUNCHROOM, AND KITCHENETTE AREAS.**

**WHEREAS**, Kent State University (KSU) desires to lease the east and west conference rooms, lunchroom, and kitchenette area located in the second floor of the Kent Central Gateway (KCG), (“the spaces”), for approximately a two (2) year period beginning in the Fall of 2018; and

**WHEREAS**, *PARTA* has determined that leasing the spaces on a consistent basis will generate increased and predictable revenue to support Kent Central Gateway (KCG) operations more than occasional day rentals by various entities has provided; and

**WHEREAS**, the General Manager, or her designee, requests authorization to negotiate an agreement for leasing the spaces to KSU.

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (*PARTA*) Board of Trustees that:

1. The General Manager, or her designee, is hereby authorized to negotiate an agreement for leasing the spaces to KSU.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (*PARTA*), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held March 22, 2018.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Bissler, President  
Board of Trustees

\_\_\_\_\_  
Attested

**RESOLUTION #2018-03-04**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE TWO (2) TRANSIT BUSES, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).**

**WHEREAS, PARTA has identified a need to purchase transit buses to replace buses that are beyond their useful life and are included in the AMATS approved Transportation Improvement Program (TIP); and**

**WHEREAS, PARTA was awarded CMAQ funding to design and build a CNG Fueling Station in 2018 and desires to convert a portion of the fleet to CNG; and**

**WHEREAS, PARTA conducted a formal joint procurement with Toledo Area RTA, in accordance with the procurement procedures, and awarded a contract to Transportation Equipment Sales Corporation (TESCO) via Resolution #2016-11-08; and**

**WHEREAS, PARTA will utilize CMAQ funds and local dollars to cover the cost of the transit buses during the term of the contract, consistent with PARTA's bus replacement schedule; and**

**WHEREAS, the total compensation of the contractor set forth in the contract is determined to be fair and reasonable to PARTA, not to exceed \$1,026,446, which includes up to \$226,446 local match; and**

**WHEREAS, PARTA will order up to two (2) Eldorado CNG transit buses, optional equipment, and spare parts from Transportation Equipment Sales Corporation (TESCO) for delivery in fiscal year 2018.**

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (PARTA) Board of Trustees that:

1. The General Manager, or her designee, is hereby authorized to purchase up to two (2) Eldorado CNG transit buses, optional equipment, and spare parts from Transportation Equipment Sales Corporation (TESCO).
2. The Board of Trustees authorizes the General Manager, or her designee, to execute agreements with Transportation Equipment Sales Corporation (TESCO) consistent with the award not to exceed \$1,026,446.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held March 22, 2018.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Bissler, President  
Board of Trustees

\_\_\_\_\_  
Attested

**RESOLUTION #2018-03-05**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES TO ACCEPT AND APPROVE THE UNIVERSITY HOSPITALS PORTAGE MEDICAL CENTER (UH PMC) TRANSPORTATION SERVICES AGREEMENT.**

**WHEREAS**, University Hospitals Portage Medical Center (UH PMC) has agreed to enter into an agreement with PARTA for transportation services for the term beginning April 1, 2018, and ending on March 31, 2019; and

**WHEREAS**, UH PMC has agreed to pay PARTA for transportation services at the fixed rate of \$5,000 per year, to be billed \$1,250 quarterly by PARTA; and

**WHEREAS**, UH PMC and PARTA have agreed that transportation services will include transporting hospital volunteers to and from UH PMC and transporting patients released from UH PMC who need transportation from the hospital to their residence or another destination within PARTA's service area, as directed by UH PMC; and

**WHEREAS**, PARTA is willing and able to provide the transportation services as set forth in the agreement.

**NOW, THEREFORE, LET IT BE RESOLVED** by the Board of Trustees of the Portage Area Regional Transportation Authority (PARTA) that:

1. The Transportation Services Agreement with UH PMC is accepted and approved.
2. The General Manager, or her designee, is authorized to execute this Transportation Services Agreement.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held March 22, 2018.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Bissler, President  
Board of Trustees

\_\_\_\_\_  
Attested

**AGREEMENT FOR TRANSPORTATION SERVICES**  
**Between the**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**And**  
**UNIVERSITY HOSPITALS PORTAGE MEDICAL CENTER**

This Agreement for Transportation Services (“**Agreement**”) is entered into effective as of April 1, 2018 (the “**Effective Date**”) by and between the Portage Area Regional Transportation Authority (hereinafter referred to as **PARTA**) located at 2000 Summit Road, Kent, OH 44240, and University Hospitals Portage Medical Center (hereinafter referred to as **UH PMC**) located at 6847 North Chestnut Street Ravenna, OH 44266, for the purpose of providing the following services:

1. Transporting hospital volunteers to and from **UH PMC**.
2. Transporting patients released from **UH PMC** who need transportation from the hospital to their residence or another destination within **PARTA’s** service area, as directed by **UH PMC**.

Whereas **PARTA** and **UH PMC** mutually agreed that:

1. This Agreement encompasses the period April 1, 2018 until March 31, 2019.
2. Either party may terminate this Agreement by giving ninety (90) days written notice to the other party.
3. **Service Fee.** **PARTA** will provide all transportation services set forth in this Agreement to **UH PMC** at a fixed rate of \$5,000.00 per year (“Service Fee”). Trips will be tracked and recorded by **PARTA** for review once a year, or upon the request of either party. **PARTA** will bill **UH PMC** each quarter \$1,250.00.
4. **Hospital Volunteers**
  - a. **Demand Response Service.** **UH PMC** will provide **PARTA** with a roster containing the name and home address of each hospital volunteer who is eligible for demand response service through this contract, at least 48 hours prior to service provision. The service will be shared-ride service to transport the volunteer to and from his/her residence and **UH PMC**.
  - b. **Fixed Route Service.** Alternatively, **UH PMC** volunteers may utilize **PARTA’s** fixed route service to or from **UH PMC** without paying a fare by showing a valid **UH PMC** volunteer identification badge.
5. **Patients released from UH PMC**
  - a. **Demand Response Service.** **UH PMC** will identify a contact person(s) for requesting and **PARTA** will identify a contact person(s) for scheduling demand response service to transport patients released from **UH PMC** to their residence or another destination within **PARTA’s** service area, as directed by **UH PMC**. **PARTA** will provide this service at the request of **UH PMC**, on a same-day basis, as transportation is available. Every effort will be made to fill the request.

- b. **Fixed Route Service.** PARTA will provide to **UH PMC** fare tokens to distribute to patients to use as payment upon boarding a fixed route bus. One (1) token equals one (1) full fare. Additional fare tokens will be provided to the UH PMC contact person promptly upon request.
- c. PARTA agrees and acknowledges that it shall not, under any circumstance, transport UH PMC patients under this Agreement a distance of more than twenty-five (25) miles.

6. PARTA will provide these services as needed at the request of **UH PMC** in exchange for the Service Fee set forth in item 3 above. **UH PMC** will make payment to PARTA within thirty (30) days of receipt of PARTA's invoice.

As a regional transit authority and provider of public transportation, PARTA's programs and services are provided accordance with applicable Federal Transit Administration (FTA) regulations and policies adopted by PARTA's Board of Trustees. Consistent with regulations prohibiting unlawful charter service, PARTA will arrange for other passengers to ride with the **UH PMC**'s clients whenever possible to ensure all services remain open to the general public and maintain cost efficiency of the service.

7. **Representations and Warranties.** PARTA represents and warrants to **UH PMC** the following:

- a. Drivers and other PARTA employees arranging for the transportation are not paid based on the number of **UH PMC** patients transported.
- b. No marketing of health care items or services of **UH PMC** will occur during the course of the transportation or at any time by drivers who provide the transportation.
- c. PARTA shall not provide luxury transportation to **UH PMC** patients.

8. **Compliance.** In performing its obligations under this Agreement, each party will comply with, and will cause its affiliates, employees, and agents to comply with, the requirements of all applicable laws, rules, and regulations, including, without limitation, The Social Security Act, the Stark Law, the Anti-Kickback Statute, the False Claims Act, the Health Insurance Portability and Accountability Act (HIPAA), the Americans with Disabilities Act, Civil Monetary Penalty law and all other applicable state and federal laws, rules and regulations, as each of the foregoing may be amended from time to time.

9. **Indemnification.** As a public institution PARTA is subject to the laws of the State of Ohio, including without limitation the Ohio Constitution and applicable sections of the Ohio Revised Code. As such, (i) to the extent permitted by Ohio law, PARTA agrees to be liable for the acts and omissions of its officers, employees and agents engaged in the scope of their employment arising under this Agreement, and (ii) specifically in lieu of PARTA's obligation to indemnify **UH PMC** under this Agreement, PARTA hereby agrees to be responsible for any and all liability, claims, costs, expenses or damages arising from any claim with respect to PARTA's role in connection with this Agreement. Notwithstanding the foregoing, PARTA shall not be obligated to indemnify or defend the **UH PMC** for damages arising out of the negligent acts of **UH PMC** or its officers, employees, agents

and volunteers. To meet this obligation, **PARTA** agrees to maintain continuous coverage for Auto Liability, General Liability, Property Damage and Errors and Omissions. The limits for each line of coverage shall be a minimum of \$5 Million per occurrence. As proof of coverage, and without granting further legal rights, **PARTA** shall provide a certificate of coverage to the **UH PMC**.

10. **Independent Contractor.** Each party shall be considered to be an independent contractor hereunder. The relationship between the parties hereto shall not be construed to be that of employer and employee, nor to constitute a partnership, joint venture or agency of any kind. Neither party shall have the right to bind the other party to any contract or other commitment.
11. **Governing Law.** This Agreement and any claims or disputes arising out of, relating to or in any way connected with this Agreement shall in all respects be governed by, construed under and resolved in accordance with the laws of the State of Ohio (without giving effect to any choice of law or conflict of laws principles that would cause the laws of any jurisdiction other than the State of Ohio to be applied) and venue shall be proper only in state or federal courts located in Cuyahoga County, Ohio. The parties agree to be subject to personal jurisdiction in and consent to service of process issued by a court in which venue is proper pursuant to this section.
12. **Assignment.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns. Neither party may assign or transfer this Agreement in whole or in part, nor any of the rights or obligations hereunder, without the prior written consent of the other party which consent shall not be unreasonably withheld, conditioned or delayed; provided, however, either party may assign this Agreement upon thirty (30) days advance written notice to an entity (a) controlled by, controlling, or under common control with the assigning party or (b) that purchases all or substantially all of the assigning party's assets. For purposes of this section, "control" means direct or indirect ownership of fifty percent (50%) or more of the ownership interests of the relevant entity. Any assignment permitted hereunder does not release the assigning party from any of its obligations under this Agreement unless the non-assigning party so states in writing.
13. **Subcontracting.** Neither party ("Subcontracting Party") may subcontract any of its obligations under this Agreement without the express prior written consent of the other party. Subcontracting Party shall remain liable for the acts, omissions and performance of permitted subcontractors hereunder as if Subcontracting Party had undertaken such acts, omissions and performance directly.
14. **On-Site Conduct.** **PARTA** and its employees, agents, subcontractors, and other personnel ("Representatives") will conduct themselves in a professional manner and use best efforts to minimize interference with **UH PMC** patients, visitors, employees, volunteers and daily business operations. **PARTA** will comply with, and will ensure that each Representative complies with, all applicable **UH PMC** policies and procedures while at **UH PMC** facilities.
15. **Required Approvals.** **PARTA** is responsible for obtaining and maintaining all licenses, certifications, permits, accreditation or similar requirements, including renewals, if any (whether state, federal or local) in connection with its performance of its obligations under this Agreement (collectively, "Required Approvals"). Upon reasonable request by **UH PMC**, **PARTA** shall provide **UH PMC** documentation of such Required Approvals

16. **Identifiers.** Neither party shall use the other party's names, logos, trademarks, or other identifiers ("Identifiers") on any website or in any press release, advertisement or other marketing material without the other party's prior written consent to the specific instance of use. All requests to use **UH PMC's** Identifiers must be submitted in writing with a draft of the specific instance of use to the University Hospitals Health System, Inc. Marketing and Law Departments for review and authorization.
17. **Waiver.** The failure of either party at any time or times to demand strict performance by the other of any of the terms, covenants or conditions of this Agreement shall not be construed as a continuing waiver or relinquishment of any rights under this Agreement, and each party may at any time demand strict and complete performance by the other party of the terms, conditions and covenants of this Agreement.
18. **Severability.** If any covenant, agreement, term or condition of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, and the application of such covenant, agreement, term or condition to persons or circumstances other than those to which it is held invalid and unenforceable, shall not be affected thereby and each covenant, agreement, term and condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.
19. **Notice.** Service of all notices required or permitted under this Agreement shall be sufficient if in writing, and either personally delivered, mailed by certified mail return receipt requested, or sent by a national overnight service such as Federal Express, to the address of a party specified in the introductory paragraph to this Agreement, or to such other address as a party may from time to time indicate in writing to the other party is the party's address. All notices to **UH PMC** must be copied by the same method of delivery to: University Hospitals Health System, Inc., Attn: General Counsel, 3605 Warrensville Center Road, Shaker Heights, OH 44122, Mail stop: MSC 9110.
20. **Entire Agreement.** This Agreement constitutes the entire Agreement and understanding between the parties with respect to the subject matter hereof, and supersedes all prior agreements and understandings, whether written, oral or implied, between the parties with respect to the subject matter of this Agreement.
21. **Counterparts.** If the parties sign this Agreement in several counterparts, each will be deemed an original but all counterparts together will constitute one instrument.
22. **Amendment.** This Agreement may be amended or modified only by means of a written instrument executed by both **UH PMC** and **PARTA**, which amendment must contain the legend "Approved As To Form," which legend must also be executed by an attorney of University Hospitals Health System, Inc.

[Signature Page Follows]

The parties hereto have caused this Agreement to be executed as of the date written below, but effective as of the Effective Date.

**PARTA**

\_\_\_\_\_  
Portage Area Regional Transportation Authority  
Claudia B. Amrhein, General Manager

\_\_\_\_\_  
Date

**UH PMC**

\_\_\_\_\_  
University Hospitals Portage Medical Center  
William Benoit, COO

\_\_\_\_\_  
Date

 Approved as to Form:  
University Hospitals  
Law Department  
  
Wade Weber

PARTA

# Natural gas station breaking ground next month

By **MATTHEW MERCHANT**  
Reporter

A new compressed natural gas (CNG) station is part of Portage Area Regional Transportation Authority's long-range plan, which includes overall cost reductions and infrastructure improvements for a more environmentally friendly organization.

CNG, produced domestically — some even from Southern Ohio — burns cleaner than gasoline or diesel fuel, with lower — almost 70 percent less — carbon dioxide emissions.

Fuel costs average roughly \$2.20 per gallon for diesel and \$1.50 per gallon for compressed natural gas, according to figures from Energy Choice Ohio. Regular PARTA buses get about 3.8 to 4.2 miles per gallon.

The station will be the first CNG stop in Portage County, though Stark, Summit and Geauga counties have stations already. It will be open to the public for individuals with CNG vehicles, but will be marketed more for larger organizations with fleets of vehicles.

A groundbreaking ceremony for the station will be held at 10 a.m. March 8 at the Summit Road facility.

PARTA General Manager Claudia Amrhein said PARTA is already in talks with Kent State University, the city of Kent, Portage County Solid Waste District and possibly some school districts about having their transportation

See Page A2 | PARTA

# PARTA

From Page A1

fleets converted and using PARTA's station as well as its maintenance facilities.

With the addition of CNG on site, PARTA will maintain a mixed fleet of roughly 80 vehicles, with eight new CNG buses set to be purchased and in use by 2022. They also plan to keep the clean diesel engine buses in services, along with the smaller,

gasoline-powered vans and transport vehicles.

Two CNG buses should arrive this summer, another two in 2019 and four more by 2021.

The station will appear like any other fuel station, complete with a canopy and pumps, but with above-ground tanks — PARTA already has one but plans to add two more. They'll be tapping into the high pressure CNG line owned by Dominion East Ohio that runs along Summit Street.

PARTA Director of Planning Katherine Manning said the facility will not just be for fueling up vehicles, but a one-stop shop for maintenance and cleaning. CNG stations must undergo strict safety protocols, and PARTA has already invested heavily in renovating several repair bays at their facility.

Design and build contracts have already been awarded to Clean Energy Ohio. The station will feature two dual-hose dis-

pensers and a dual compressor.

The station will be funded mainly through federal grant money. Additionally, PARTA and Summit County's METRO RTA will be receiving about \$2.5 million from Akron Metropolitan Area Transportation Study, or AMATS, along with \$920,000 in local funds, to purchase new vehicles.

Reporter Matthew Merchant can be reached at 330-298-1127 or [mmerchant@recordpub.com](mailto:mmerchant@recordpub.com).

## PARTA groundbreaking



Matthew Merchant, Record-Courier

**The Portage Area Regional Transportation Authority (PARTA) held a groundbreaking ceremony on Thursday for a new Compressed Natural Gas (CNG) station located on Summit Street in Kent. CNG technology has been proven to produce cleaner emissions compared with regular gasoline and diesel vehicles. PARTA plans to purchase new CNG busses for their fleet and open the station to the public for fleets of CNG vehicles like those expected to be used by solid waste carriers.**

**On hand for the ceremony were PARTA's General Manager Claudia Amrhein, Rock Bissler and Dominic Bellino; Franklin Township Trustees Keith Benjamin and Ann Hanna; Clean Energy's Alan Burns; Bowen's Jack McNeely; AMATS's Curtis Baker; and Genesis's Matt Roller. Also on hand for the event were County Commissioners Sabrina Christian-Bennett, Vicki Kline and Mike Kerrigan; Kent Mayor Jerry Fiala; Brad Erhart of the Portage County Development Board; and Catey Breck from the offices of Rep. Tim Ryan.**

## Commentary

# Join R-C editors for coffee chat Wednesday

Launching Facebook advisory group, too

We're taking our show on the road so to speak a couple of times this week.

Managing Editor Heather Rainone will join me at Bean and the Baker, 107 E. Main St., Ravenna at 8 a.m. Wednesday for the first of what we plan to be monthly coffee sessions with readers.

And then on Saturday, you can find me at the Record-Courier's table at the Kent Expo, a Kent Area Chamber of Commerce event held at Kent Roosevelt High School. I plan to be there from 10 a.m. to at least noon. Look for more details on the event in Thursday's edition.

There's no set agenda for the coffee time at Bean and Baker. It's a chance for you to ask questions about the newspaper, suggest topics



we should cover or give us feedback. And the coffee is on us.

Our goal is to ensure we're meeting reader expectations, including covering the stories that matter most to you. We're paying very close attention to our online metrics showing which content is read most on Record-Courier.com, but we know there's still no substitute for in-person conversations.

For those who can't make it or prefer to chat online, we're also starting a new reader group on Facebook. The goal will be similar to our coffee sessions, but will be a place for us to seek more immediate feedback and collect your opinions on local issues and how we handle our cover-

age. To join, just search the name "Record-Courier Reader Advisory Board" and ask to join.

Anyone with suggestions for an April location is welcome to give me a call.

**New Sunday format:** We've received several compliments on the new organization of the Sunday print edition, which has largely worked out the way I hoped for during our planning.

Today's 1B In-Depth cover story is a good example of how we now have more space to dive deeper into topics such as the possible placement of a missile defense site at Camp Ravenna. Last week we were able to share a detailed story from GateHouse Media Ohio on Gov. Kasich's then-upcoming State of the State address.

We've also been able to relocate all local and state

news to the A section instead of appearing across the newspaper while adding our new week ahead feature, local business briefs and a roundup of news from Kent State University.

**Honor rolls:** Thanks to sponsors Portage Community Bank, Pettigrew Feed & Hardware, Hometown Bank and PARTA for supporting the return of the Honor Rolls section in the March 3 edition. While we always enjoy recognizing students who are doing well in school, it's necessary to have advertiser support for eight pages of names. These businesses made that possible.

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