



# Minutes

## Regular Board Meeting & Special Board Meeting

Monday, September 14, 2020  
3076 NE Diamond Lake Blvd, Roseburg, OR 97470

**PRESENT:** Jennifer Bragg, Lonnie Rainville, Sarah Thompson, Kat Stone, John Parker, Mike Baker, Mark Hendershott  
**ABSENT:** All Directors present

### 1. Call to Order:

The meeting called to order at 5:30 p.m. by Board Chair John Parker.

### 2. Roll Call

Roll call taken by Board Chair John Parker.

### 3. Pledge of Allegiance

Recitation of the Pledge of Allegiance.

### 4. Consent Agenda

#### 4.1 August 10, 2020 Minutes

#### 4.2 August Financial Report

**MOTION:** Lonnie Rainville moved to approve Consent Agenda. Seconded by Kat Stone. Motion carries unanimously.

### 5. Public Comment for On Agenda Items Only

No public comments for on agenda items.

### 6. Old Business

#### 6.1 Reminder: SDAO Board Training

Board Training is scheduled for Saturday, September 26, 2020, at 9:00 a.m. Discussion followed.

#### 6.2 October Board Meeting Location

Prior discussion for October Board meeting location in Reedsport. Due to current COVID-19 restrictions and ongoing wildfires in Douglas County, Directors shared concerns about traveling at this time. Board consensus for Staff to look into the Marina Activity Center in Reedsport as well as the Reedsport Community Center as possible venues and to inform the Board of status within 2 weeks. Discussion followed.

#### 6.3 Confirm membership in STIF/STAC Committee

Current STIF/STAC Committee membership confirmed, still waiting to hear back from one member to determine current openings. Once confirmed, will send out applications for available openings.

#### 6.4 Discussion: Defining Ineligible Candidates

UPTD Attorney Ron Sperry sent recommendation letter to the Board of Directors regarding Resolution Defining Ineligible Candidates; letter was provided to Directors for review. Consensus to review the letter on personal time and bring back to the meeting in October. Pending Resolution verbiage to be re-worded from must to may. Discussion followed.

## **7. New Business**

### **7.1 Recommendation for award of Purchase Service for Grant No. 34380 – Rural Veterans Healthcare Transportation Program Discretionary**

The District had applied for Grant No. 34380 and sent out the RFQ for service defined in that grant; South Lane Wheels was the only provider that responded to the RFQ. Discussion followed.

**MOTION:** Sarah Thompson moved to award the Purchase Service Contract for Rural Veterans Healthcare Transportation Program to South Lane Wheels. Seconded by Kat Stone. Motion Carries. 6 – Yay. 0 – Nay. 1 – abstention; Jennifer Bragg – due to conflict of interest.

## **8. General Manager Report**

- Received two OSHA complaints. Will undergo review process with OSHA. Reviewed COVID Return to work policy to ensure Governor's new orders are included. Updated language to allow for a reasonable accommodation. Discussion followed.
- Scheduled and attended a Pacific Power Technical Assistance Program meeting to discuss what is needed to move forward to apply for grant for electric car and electric bus charging stations. Also met with Complete Coach Works regarding electric buses, voltage requirements, etc. Discussion followed.
- Conducted multiple long-distance interviews for drivers via phone and Zoom. Found wages are still not high enough to be competitive with other areas. Three interviewees declined to accept offer of employment due to wage. Discussion followed. Consensus for operations to proceed with wage increase, transferring funding from Project 11 - Lifeline Connecting Lane & Josephine.
- Met with UCAN to complete reporting, resolve outstanding issues. Working to resolve outstanding invoices. Discussion followed.
- Minimal discussion following inquiry of District's liability regarding District vehicle damage & the claims process with Special Districts.

## **9. ODOT Update – Jennifer Boardman**

STIF Discretionary application due November 2, 2020. Information to follow about applications due early 2021. PTAC meeting – highlighted budget picture for ODOT and climate goals for ODOT to reach; transit specifics included alternate fuel vehicles, utilizing electric, etc. SWACT meeting – committee was provided information on their role for Discretionary. Funding available that the District can apply to obtain funds for PPE, bus cleaning and sanitizing products, lost wages or lost revenue that are COVID related.

## **10. Not on Agenda**

- Last year during the Milepost 97 fire discussed having Emergency Management by General Manager as should the need arise to have agreement with the County, CERT, the Fire Districts, the cities, and even the Tribe. Discussion followed.
- Jennifer Bragg extends invitation from NDB for a ride-along to show what their DAR program is.

## **11. Public Comment**

- Matt Droscher, UVdN, opted to close due to air quality concerns to not expose drivers to the smoke; concerned about driver safety and drivers falling ill due to air quality. Discussion followed.
- The Chair concerned public may be unaware of who qualifies for DAR services; would like more advertising for information to be more available to the public.
- Jennifer Boardman added comment confirming that there is not currently anything in place with ODOT for PPE as it is going to emergency responders and ODOT maintenance staff.

## **12. Agenda Build – Regular Board Meeting October 12, 2020.**

- Tentative location for Reedsport pending air quality and/or COVID restrictions.
- Follow up with advertising for information to the public.
- Defining Ineligible Candidates.

**13. Executive Session (ORS 192.660(2)(e))** – To conduct deliberations to negotiate real property transactions.

John Parker recused himself as Board Chair due to conflict of interest as the agent of record for real estate.

**14. Return to regular session at 6:53 p.m.**

John Parker recused himself as Board Chair due to conflict of interest as the agent of record for real estate.

**MOTION:** Mark Hendershott moved to proceed with the recommendation from Ron Sperry's letter to advance getting the Umpqua Bank loan to carry us through until the Infrastructure bank can be made to happen. Seconded by Sarah Thompson. Motion carries unanimously.

**15. Adjournment at 6:54 p.m.**