



South East Area Transit
Board of Trustees
Regular Meeting Minutes
June 11, 2025

I. Call to Order

Mr. Guentter called to order the regular meeting of the South East Area Transit Board of Trustees at 12:02 pm on June 11, 2025 at 14 S. 5th Street, Zanesville, OH

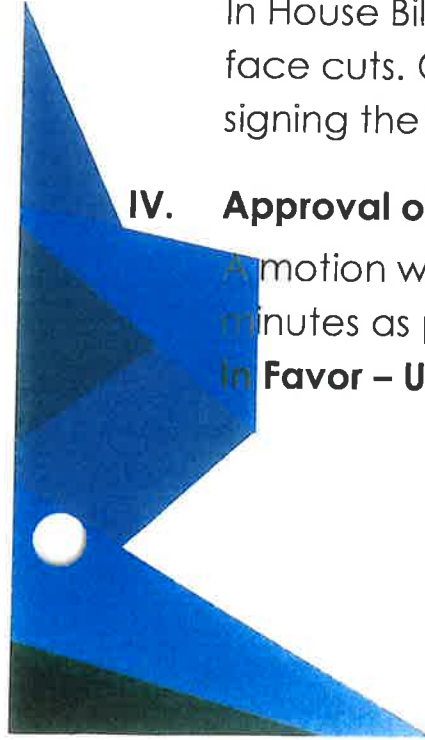
II. Roll Call

Ms. Gill conducted the roll call. The following persons were present: Mr. Gombeda, Mr. Guentter, Mr. Hines, Mr. Norman, Ms. Rucker, and Mr. Spraggins. Mr. Spencer arrived at 12:07 pm. Mr. Hobson, Ms. Russell, Mr. Ufholz, and Ms. Warden were absent. Staff present: Howard Stewart, Andrea Lang, Rich Wood, and Dianne Gill.

III. Public Comments/Official Communications

In House Bill 96, transit funding is one of the few agencies that did not face cuts. ODOT is awaiting the final approval of the bill before signing the 2026 contracts.

IV. Approval of Meeting Minutes



A motion was made by Mr. Norman to approve the May 14, 2025, minutes as presented, with a second by Mr. Spraggins. **Vote: (Verbal) In Favor – Unanimous at 12:05 pm.**

V. Transit Director Report (Presented by Mr. Stewart)

- There was an extension signed for the Union Contract, and dates have been sent to the Union for negotiations to begin.

VI. Operations Report (presented by Ms. Lang)

- Demand response ridership is up as expected with the nicer weather. The Fixed Route ridership remains down, and marketing and media strategies are being evaluated. There has been positive feedback on the reroute design for Muskingum County.
- There will be a few processes that are going to be updated in Operations. Unfortunately, the text "ready for pick up" option doesn't look like it will work for SEAT at this time.
- A new Customer Service Rep has been hired, so this should help with the call volume.
- Training for the operations team on "See Something, Say Something" and active shooter response is coming soon.

VII. Maintenance Report (presented by Mr. Wood)

- The difference in work orders from March to April was due to air conditioner inspections being completed. Additional work orders were created for this. The number of inspections was up in March for the same reason.

VIII. Financial Report (presented by Ms. Gill)

- The financial reports included in the board packet are through April.
- Our audit revealed no findings; however, we will implement a few changes in how we report our Sold Maintenance revenue. There were some questions about these changes, and Dianne will reach out to the auditor for additional information before our next meeting.

- SEAT had a positive net position of \$5.3 million.

A motion was made by Mr. Gombeda to approve the financial report as presented, with a second by Ms. Rucker. **Vote: (Verbal) In Favor – Unanimous at 12:24 pm.**

IX. Executive Session (Personnel)

A motion was made by Mr. Spencer to go into Executive Session, with a second by Mr. Norman.

Ms. Gill conducted a Roll Call: The following persons were present: Mr. Gombeda, Mr. Guentter, Mr. Hines, Mr. Norman, Ms. Rucker, Mr. Spencer, and Mr. Spraggins.

The board went into Executive Session at 12:24 pm.

Regular session resumed at 12:50 pm.

X. Old Business

No old business.

XI. New Business

Resolution 2025-05: Approve GJFS Contract

A motion was made by Ms. Rucker to approve Resolution 2025-05 as presented, with a second by Mr. Spencer. **Vote (Verbal) In Favor – Unanimous at 12:51 pm.**

Resolution 2025-06: Authorize Signing of Financial Documents

A motion was made by Mr. Spraggins to approve Resolution 2025-06 as presented, with a second by Mr. Hines. **Vote: (Verbal) In Favor – Unanimous at 12:52 pm.** Mr. Spencer abstained from voting.

Resolution 2025-07: Approve Amended Drug and Alcohol Policy

A motion was made by Mr. Spencer to approve Resolution 2025-07 as presented, with a second by Mr. Norman. **Vote: (Verbal) In Favor – Unanimous at 12:54 pm.**

Resolution 2025-08: Authorize Financing of 14 S. 5th St.

A motion was made by Mr. Gombeda to approve Resolution 2025-08 as presented, with a second by Mr. Spraggins. **Vote: (Verbal) In Favor – Unanimous at 1:01 pm.** Mr. Spencer abstained from voting.

Adjournment

Mr. Guentter adjourned the meeting at 1:05 pm with a motion to do so from Mr. Hines and a second from Mr. Spraggins.

Board President



Board Secretary/Treasurer



Witness