

South East Area Transit

Board of Trustees

Regular Meeting Minutes

March 19, 2026

I. Call to Order

Mr. Stewart called to order the regular meeting of the South East Area Transit Board of Trustees at 12:01 pm on March 19, 2026 at 14 S. 5th Street, Zanesville, OH

II. Roll Call

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

III. Nomination of Officers – Secretary Presiding

Nominations from the floor were Rob Guentter for President and Mike Norman for Vice President.

Mr. Spraggins made a motion to accept the slate of nominees as presented, with a second by Mr. Spencer. **Vote: (Verbal) In Favor – Unanimous at 12:05 pm**

IV. Election of Officers – Secretary Presiding

Mr. Gombeda made a motion to elect the slate of nominees as approved by the board, with a second by Mr. Spraggins. **Vote: (Verbal) In Favor – Unanimous at 12:06 pm**

Once the nominations were complete, Mr. Norman began to preside over the meeting.

V. Public Comments/Official Communications

Muskingum County Community Foundation reached out regarding their lot on the corner of Adams and Putnam. They are willing to fund a bus stop for SEAT on that corner.

SEAT has been asked by Mayor Mason and will be providing shuttle transportation from areas downtown to the Landing for this year's Summer Concert Series.

VI. Approval of Meeting Minutes

A motion was made by Ms. Russell to approve the January 14, 2026, minutes as presented, with a second by Mr. Spencer. **Vote: (Verbal) In Favor – Unanimous at 12:09 pm.**

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

- ODOT announced awards for service year 2027. SEAT received close to \$825,000.00, less than what was requested. This will take effect July 1, 2026. A meeting has taken place with ODOT to discuss the situation, and SEAT is exploring ways to help alleviate the issue.
- Working on a plan to move Administration to the 5th Street building in the next six months. The Property Appraisal and Review has been completed for the location and sent on to ODOT/FTA. The parking lease with The Downtown Exchange is complete. The APG Architect and Engineering contract should be finished soon.
- Mr. Stewart was interviewed for an article in the June edition of Businessview Magazine.
- Lobby day was a success.

VIII. Operations Report (presented by Ms. Lang)

- SEAT is implementing an automated calling service. This service will handle cancellations and "where's my ride" calls. This should help with the current wait times for calls.

- Transit Center staff can now work 4 ten-hour shifts, improving morale and phone coverage.
- Mobility Ohio is in meetings with MCOs from the Ohio Department of Medicaid, working on becoming a pilot to broker transportation to MCOs. SEAT would then become a provider for the MCOs. MCOs pay for some additional types of transportation outside of medical.
- Mobility Ohio is also talking with the VA in Columbus regarding providing transportation.
- Mobility Ohio has signed a contract to provide transportation for Perry County JFS. Any trips into Perry County will be done by a vendor driver for Mobility Ohio.
- New standing orders for work transportation will be moved to a waiting list instead of just being added to the standing order list. This will help determine the need, and grant funding opportunities will be explored.

IX. Maintenance Report (presented by Mr. Stewart)

- Maintenance report was included with the board packet.

X. Financial Report (presented by Ms. Gill)

- The audit has started for 2025.
- The Profit & Loss Report and Balance Sheet for January 2026 were reviewed. There were no questions.

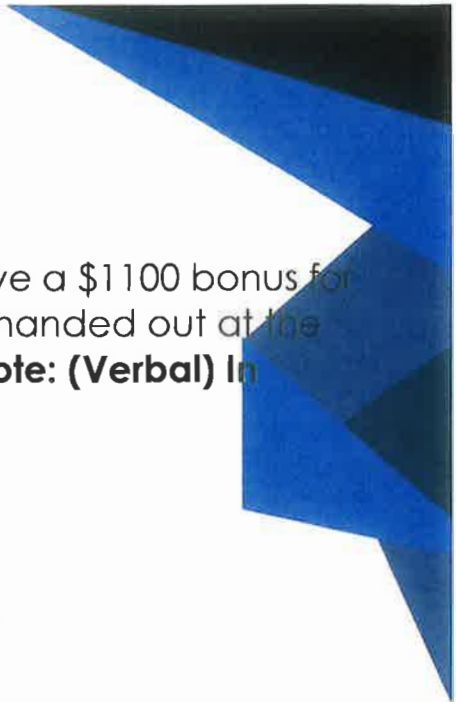
A motion was made by Ms. Rucker to approve the financial report for January 2026 as presented, with a second by Mr. Spencer. **Vote: (Verbal) In Favor – Unanimous at 12:56 pm.**

XI. Executive Session (Personnel Matter)

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

The board entered into Executive Session at 12:59 pm.

Executive Session ended and Regular session resumed at 1:06 pm.



A motion was made by Mr. Gombeda to approve a \$1100 bonus for Howard, consistent with the leadership bonuses handed out at the end of last year, with a second by Ms. Rucker. **Vote: (Verbal) In Favor – Unanimous at 1:06 pm.**

XII. Old Business

No old business.

XIII. New Business

Resolution 2026-07: Authorize Payment of Expenses for 14 S. 5th Street

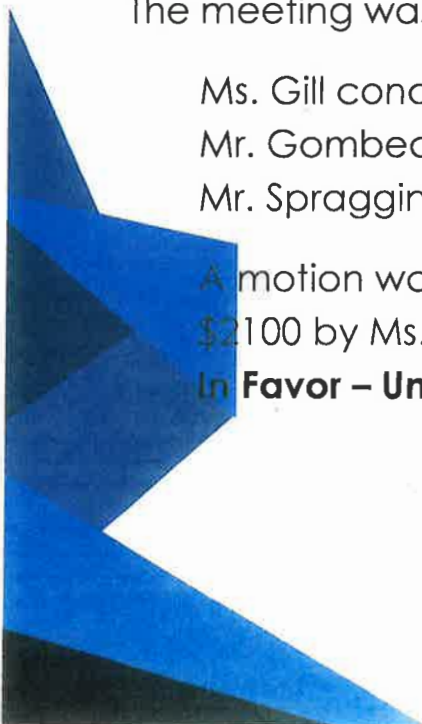
A motion was made by Ms. Russell to approve Resolution 2026-07 as presented, with a second by Mr. Gombeda. **Vote: (Verbal) In Favor – Unanimous at 1:09 pm.**

Adjournment

Mr. Norman adjourned the meeting at 1:10 pm with a motion to do so by Mr. Spencer and a second by Mr. Spraggins.

The meeting was reopened at 1:11 pm.

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



A motion was made to amend the bonus for Howard from \$1100 to \$2100 by Ms. Russell, with a second by Mr. Gombeda. **Vote (Verbal) In Favor – Unanimous at 1:12 pm.**

Adjournment

Mr. Norman adjourned the meeting at 1:12 pm with a motion to do so by Ms. Russell and a second by Mr. Spraggins.

Board Vice-President

Michelle M.

Board Secretary/Treasurer

Sam Spraggins

Witness

Diane R. Hill