

MINUTES OF DIRECTORS MEETING

LANE COUNTY MASS TRANSIT DISTRICT

ADJOURNED MEETING

March 27, 1979

Pursuant to notice given to the Register Guard and to the Springfield News on March 20, 1979, an adjourned meeting of the board of directors of Lane County Mass Transit District was held at the City Hall, Eugene, Oregon on March 27, 1979 at 7:30 p.m.

Present: Richard A. Booth, Secretary
Jack J. Craig
Daniel M. Herbert, Vice President
Kenneth H. Kohnen, President, presiding
Ted J. Langton, Treasurer
Glenn E. Randall
Carolyn Roemer
Fred C. Dyer, General Manager
Mavis Skipworth, Recording Secretary

AUDIENCE PARTICIPATION: Julie Spore, identifying herself as a student at Lane Community College and living at Ashlane Apartments, presented a petition bearing 28 signatures requesting Sunday Service to the Harlow Road area. She said many students depend upon the buses for all of their transportation needs and wish to have Sunday service from that area to Eugene and Springfield.

Dick Jones, 45 Sunset Drive, Eugene, expressed his approval of the snow emergency plan included in the Transit Development Program.

GENERAL MANAGER RESIGNATION: Mr. Dyer presented a letter of resignation from the position of general manager of the district. Mr. Kohnen expressed the board's regret, but said he was happy for Mr. Dyer's opportunity of moving to a larger system which would present additional professional opportunities. Mr. Kohnen spoke of his appreciation in working with Mr. Dyer and commended him on his accomplishment of training an efficient staff.

Mr. Randall thanked Mr. Dyer for the fine transit system he has created and the excellent service provided. Mr. Craig concurred, and said he hoped the community would realize that administrators of Mr. Dyer's stature are difficult to replace. Mr. Herbert said the enormous caliber and quality of service now enjoyed in the community is remarkable and that a great deal of that success should be credited to Mr. Dyer for having accomplished those advances in public transit. He expressed his appreciation. Mr. Booth then congratulated Mr. Dyer on his new position in Dayton, Ohio, and added that although he and Mr. Dyer have had philosophical differences in approaches, he has always respected Mr. Dyer's integrity.

MOTION
NOTE

Mr. Randall moved to accept Mr. Dyer's resignation as of April 6, 1979 with heartfelt regret. The motion was duly seconded and carried unanimously.

Mr. Kohnen asked that consideration be given to procedures to be followed in filling the vacant position and suggested a subcommittee of the board should be appointed to conduct a search for candidates. Mr. Randall objected to appointment of a subcommittee, stating he believed the board could act upon it as a whole.

Mr. Herbert requested that Mr. Dyer prepare a statement of the qualifications he believed should be met; that a position description should be prepared and updating it would become a function of the board. He suggested the full board could review applications but should not operate the search. He said the board could also use this opportunity to again look at the kinds of expectations they have for the transit district as a part of the community.

MOTION

Mr. Herbert moved that the president be requested to 1) write a charge and appoint a subcommittee of the board to write a position description suitable for recruiting a general manager, and 2) describe a procedure for this search which would include appropriate opportunities for public participation. The motion was duly seconded.

Mr. Booth said it was the board's responsibility to determine the manager's function, taking into account any public input given. Mr. Randall agreed that the board should take the responsibility but said he did not think public participation would be valuable in this instance.

AMEND

Mr. Randall moved to amend the motion to delete requirement of public participation and Mr. Booth seconded the motion. Mr. Herbert suggested that after a description is written it should come to the board for discussion and any desired alteration, with an opportunity for public comment, which he said would allow the board to broaden the view of what the general manager function could be in this community. Mr. Randall concurred that there should be an opportunity for public participation but that a public hearing would not be necessary.

VOTE

The question was put on the amendment and it carried with favorable vote by Craig, Randall, Langton and Booth, with dissenting votes by Herbert, Kohnen and Roemer.

VOTE

The question was put on the main motion as amended and it carried unanimously.

Mr. Booth requested the board to go into executive session to hear any recommendation Mr. Dyer might have for appointment of an interim manager. Mr. Kohnen said the district's legal counsel had advised that executive session could not be held for that purpose.

Mr. Randall requested a five minute recess. Following the brief recess, the meeting reconvened.

Mr. Kohnen then read Oregon Revised Statute 192.660 pertaining to meeting in executive session, and there was a brief discussion on its application to an interim general manager.

Upon request by Mr. Dyer, the staff left the meeting.

Mr. Craig asked that Mr. Dyer express his recommendation concerning an interim general manager. Mr. Dyer explained that he has operated under a participatory type of management, and that in discussion with the staff, none had indicated any interest at this time of the permanent position. He said he would recommend that Tim Dallas be appointed as interim general manager; that the function of the Operations Department would experience the least adverse effect. He assured that Mr. Dallas would continue the participatory management system, operating under a quartet leadership.

Mr. Randall spoke of his high regard for Mr. Dallas but said he believed the transition would be smoother if Phyllis Loobey were selected, because of her close association with the general operation of the system.

Mr. Kohnen spoke of Ms. Loobey's heavy duties in the budget preparation and said those efforts should not be diluted by too many additional responsibilities. He then suggested the board should consider filling the position permanently by July or, at the latest, August of this year.

MOTION Mr. Booth moved to accept Mr. Dyer's recommendation that Tim Dallas be appointed as general manager pro tem. Mrs. Roemer seconded the motion.

Discussion followed on the proper salary increase for the general manager pro tem. Mr. Randall suggested 90% of the current salary for general manager, and Mr. Craig proposed a salary amount between the current salaries of department directors and general manager.

AMEND Mr. Craig then moved to amend the main motion to include a pay differential of \$500 per month over and above Mr. Dallas' regular salary during the period of acting as general manager. The motion was duly seconded and carried with favorable vote by Booth, Craig, Herbert, Kohnen, Langton and Roemer, with Randall dissenting.

VOTE The question was put on the main motion as amended and carried with favorable vote by Booth, Craig, Herbert, Kohnen, Langton and Roemer, with Randall opposed.

MOTION Mr. Randall then moved that a unanimous vote be cast for Tim Dallas as general manager pro tem. The motion was seconded and carried unanimously.

MOTION MINUTES: The minutes of the February 20, 1979 regular meeting, the February 26, 1979 adjourned meeting and the February 27, 1979 adjourned meeting were unanimously approved as distributed.

TRANSIT DEVELOPMENT PROGRAM: Mr. Rynerson presented the revised version of the 1979-81 Transit Development Program incorporating changes made by the board in Goals, Findings, Objectives, and Recommendations at the February 27 adjourned meeting, together with other proposed changes in the wording and order. He said the text had been rewritten and the tables recomputed to be consistent with those changes.

MOTION Following a brief discussion of the revisions, Mr. Herbert moved adoption of the Transit Development Program with the corrections noted by Mr. Rynerson. Mr. Randall seconded the motion. Mr. Langton said it was his understanding that board acceptance of the TDP would not dictate action of the budget committee. The question was then put and carried unanimously.

CAPITAL GRANT III: Ms. Loobey presented for board approval an authorizing resolution for Capital Grant III. She said that subsequent to submittal of the previous authorizing resolution, the Washington, D.C. office of the Urban Mass Transportation Administration had requested submittal of the revised format now presented. Mr. Craig moved adoption of the revised authorizing resolution, and Mr. Langton seconded the motion. The motion carried unanimously.

MOTION
VOTE

The board received copies of an Impact Study presenting the use of Section 5 Operating Assistance funds for capital acquisition. The board was advised that withdrawal of Operating Assistance Application OR-03-0021 would enable earlier implementation of capital improvements and assure use of the state matching funds appropriated by the 1977 Legislature, as well as support the level of funding being proposed to the 1979 Legislature.

MOTION Mr. Randall moved that the Authorizing Resolution distributed to the board, including the withdrawal of Operating Assistance Application OR-03-0021, be approved. Mr. Craig seconded the motion.

Mr. Rynerson explained the necessity of this action to implement capital improvements indicated in the TDP.

Mr. Randall was excused from the meeting.

VOTE The question was put and carried unanimously.

BUDGET COMMITTEE NOMINATION: Mr. Kohnen advised that he would submit a nomination for the budget committee at the next meeting, to fill the vacancy created by the resignation of Robert Moulton.

RIVIERA TRANSIT STATION: A staff memo was distributed requesting board authorization for a public briefing to be held on the Riviera Transfer Station in the project area. Mr. Booth questioned the advisability of spending funds on the transit station when there is an urgency for replacing rolling stock, and asked if there had been tacit approval of the project through the TDP. Mr. Dyer recalled that through board instruction a lease had been executed with the county some time ago for this purpose. Mr. Rynerson explained the importance of transit stations in implementing improvements to the system and advised that FAU funds are designated for that purpose.

MOTION Mr. Craig moved the board give approval for the staff to conduct a public briefing in the project area of the Riviera Transit Station. Mr. Herbert seconded the motion and it carried unanimously.

VOTE

MOTION SIGNATORY RESOLUTION: Upon motion by Mr. Craig, seconded by Mr. Langton, the following resolution was unanimously approved:

VOTE

BE IT HEREBY RESOLVED that the funds of Lane County Mass Transit District on deposit at Citizens Bank of Oregon, may be withdrawn in amounts not exceeding \$5000 on any one instrument on checks, drafts, receipts or advises of debt given or signed in the District's name by any two of the following:

Kenneth H. Kohnen, President
Ted J. Langton, Treasurer
Tim Dallas, General Manager pro tem

or, by any one of the above-named officers, plus any one of the following:

Phyllis P. Loobey, Director of Administrative Services

Michael M. Merrell, Accountant

and that the funds of Lane County Mass Transit District on deposit at Citizens Bank of Oregon may be withdrawn in amounts exceeding \$5000 on any one instrument of checks, drafts, receipts or advises of debt given or signed in the District's name by any two of the following:

Kenneth H. Kohnen, President

Ted J. Langton, Treasurer

Tim Dallas, General Manager pro tem

MATERNITY BENEFITS: The staff presented a notification from James & Company regarding employers' obligations for maternity disability benefits. Ms. Loobey said the district has subsequently been advised by James & Company that it is in compliance with current federal requirements regarding maternity benefits for employees and dependent wives.

ENERGY EMERGENCY PLAN: The staff presented a memo describing an emergency plan which would enable the district to carry anticipated ridership increase in the event of another oil shortage of the severity of the 1974 crisis. The board was advised that the staff will continue to monitor the situation and request board action as necessary.

REGULAR MONTHLY REPORTING: Reporting for the month of February was presented of Finance and Budget, and activities in the Marketing Division.

ELECTRONIC RECORDING OF MEETINGS: A response to the board's request for an opinion from legal counsel on requirements for recording board meeting proceedings was included in the agenda material. Mr. Bryson's response indicated that if the board wants to make tape recordings, it is legally authorized to do so, but is not required by statute; that for board meetings generally, the only requirements are that the minutes must give a true reflection of the matters discussed and the view of the participants, and are to include the substance of any discussion.

RIDERSHIP AND OPERATIONS REPORTING: Reporting of February ridership and maintenance statistics was distributed for board review.

REPLACEMENT VEHICLES: Mr. Dallas advised that a search has been conducted for a replacement vehicle for Bus No. 402 which was severely damaged during the recent ice conditions. He said most of the transit districts in the nation are storing extra vehicles and there is no transit equipment available; that the district may be able to purchase only used school buses.

COMMENDATION: Mr. Kohnen commended Mr. Rynerson and his staff on the preparation of the Transit Development Program and in incorporating the requested revisions.

ADJOURNMENT: Upon motion duly seconded the board voted unanimously to adjourn the meeting to April 10, 1979, at 6:00 p.m. in Eugene City Hall to review a position description for general manager and discuss procedure for candidate search.



Secretary