



1471 Dewar Drive, Suite 247
Rock Springs, WY 82901

Telephone (307)382-7827 or (307)875-7827
Fax (307)352-6896
e-mail – admin@ridestartransit.com

Board of Directors Meeting Minutes August 11, 2025

Call to Order

Chairman Virginia Bodyfelt called the meeting to order at 5:00 p.m.

Roll Call

In attendance:

Virginia Bodyfelt, Chairman
Steve Shea, Vice-Chairman
Carla Hester-Croff, Secretary/Treasurer
Jeff Ramaj
John Bettolo, Board Member
Dwane Pacheco, Director
Mary Seppie, Bookkeeper

Absent:

County Commissioner Rob Slaughter, Board Liaison

Approval of August Agenda and July Minutes

Mr. Ramaj made a motion to approve the August agenda. Ms. Hester-Croff second. All voted in favor. Motion carried. There was a spelling error in the July minutes (Shea was incorreced spelled She). Ms. Seppie stated that she would make the change on the typed minutes. Steve Shea made a motion to approve the July minutes with the noted correction. Mr. Ramaj second. All voted in favor. Motion carried.

Financial Report

Mr. Shea made a motion to accept A/P checks 14786-14802 and all electronic fund transfers as listed on the transaction report. Ms. Hester-Croff seconded the motion. All voted in favor. Motion carried. Mr. Ramaj made a motion to accept payroll checks 6725-6755 and transfers as listed on the transaction report. Ms. Hester-Croff seconded the motion. All voted in favor. Motion carried.

Director Update

Mr. Pacheco updated the Board on the following:

- July's ridership increased by 893 rides from July. The new mobile rider app accounted for .1% of the rides booked in May (first month of app launch), 5.2 % of the rides booked in June (117 rides), and 10.5% of the rides booked in July (283 rides).
- One of the part-time drivers has taken 30 days off for health issues. Eric Baertsch has been hired as a new part-time driver.
- Mr. Pacheco will be on WyoRadio tomorrow, August 12th to talk about STAR's services.
- Mr. Pacheco will be meeting with the Sweetwater County Tripartite Board tonight at 6:00 to discuss STAR's application for the Community Service Block Grant and to answer any questions the Board may have for him.

- The Wyoming Transit Association (WYTrans) conference will be held at the Holiday Inn next week, August 19th-21st. On Wednesday, August 19th, there will be an Awards Ceremony Banquet at 6:00. Board members can still sign up for the banquet as well as the conference classes by contacting Jaime Hunolt with WYTrans prior to the conference dates.

Safety Training/General Information

The August safety training will be Back-to-School Safety Tips. .

Old Business

Sweetwater County Tripartite Grant Update

STAR has applied for \$9,000 of Community Service Block Grant funding. The Sweetwater County Tripartite Board oversees the CSBG grant funding and application process. Mr. Pacheco will meet with the Tripartite Board tonight at 6:00 pm to answer any questions about STAR's grant request.

New Business

Adoption of Board Resolution 2025-1 for a FY26 Budget Amendment

Ms. Seppie informed the Board that the original budget will need to be adjusted due to the Sweetwater County Commissioners only providing \$92,600 instead of the original \$112,603. It will also be adjusted to reflect the known amount of funding remaining in the FTA FY2025 Administrative, Maintenance, and Operating account balances at the end of June, 2025. The proposed resolution reflects the adjustments to these accounts. Mr. Shea made a motion to approve Board Resolution 2025-1 for the FY2026 Budget Amendment.

Adopt FY2026 Amended Budget

Mr. Ramaj made a motion to accept the FY2026 Amended Budget. Ms. Hester-Croff second. All voted in favor. Motion carried.

State Land and Investment Board (SLIB) Grant application for van \$136,000 (80 % of \$170,000)

Mr. Pacheco informed the Board that STAR would like to purchase a new van with a cost of \$170,000. STAR will request 80% of the total cost from SLIB, which is \$136,000. FTA will then pay \$28,900 which is 85% of the remaining balance of \$34,000, and STAR will be responsible for the 15% match to the FTA 5339 grant, which will be \$5,100. Mr. Pacheco is requesting the Board's approval to submit a grant application to the SLIB Board for the grant of \$136,000. Ms. Hester-Croff made a motion to approve STAR's SLIB grant application of \$136,000. Mr. Bettolo second. All voted in favor. Motion carried.

Adoption of Board Resolution 2025-2 for the SLIB Grant for 2025-2026

Mr. Ramaj made a motion to approve the Board Resolution 2025-2 for a SLIB Grant application of \$136,000. Mr. Bettolo second. All voted in favor. Motion carried.

Executive Session

Mr. Bettolo made a motion to hold an Executive Session. Mr. Shea second. All voted in favor. Motion carried. The regular meeting session was paused at 5:22 pm and an Executive Session was called at 5:22 pm.

Adjourn Executive Session and re-convene regular meeting

Mr. Ramaj made a motion to adjourn the Executive Session and move back into the regular meeting session. Ms. Hester-Croff second. All voted in favor. Motion carried. The Executive Session was adjourned, and the regular session was re-convened at 5:38 pm.

Adjournment

Mr. Ramaj made a motion to adjourn the meeting. Mr. Shea second. All voted in favor. Motion carried. Ms. Bodyfelt adjourned the meeting at 5:39 p.m.

Virginia Bodyfelt, Chairman

Carla Hester-Croff, Secretary/Treasurer

Mary Seppie, Recording Secretary
