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Board of Directors Meeting Minutes July 14, 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
Jeff Ramaj Secretary/Treasurer prior to Board position elections/Board Member after elections
John Bettolo, Board Member
Dwane Pacheco, Director
Mary Seppie, Bookkeeper
County Commissioner Rob Slaughter, Board Liaison

Absent: Carla Hester-Croff-Board member prior to elections and Secretary/Treasurer after elections
Excused absence.

Board Member Business:

The Board welcomed new board member John Bettolo and welcomed returning board member Steve Shea to the Board.

Board position elections were held.

- Jeff Ramaj nominated Virginia Bodyfelt to continue as Board Chairman. Mr. Shea second. All voted in favor. Motion carried.
- Mr. Ramaj nominated Mr. Shea as Vice-Chairman. Ms. Bodyfelt second. All voted in favor. Motion carried.
- Ms. Bodyfelt nominated Carla Hester-Croff as Secretary/Treasurer. Mr. Shea second. All voted in favor. Motion carried.

The RSNB Signature cards for the Checking account and the MMDA account were signed by the current Board members. Since Ms. Hester-Croff was absent, Mr. Pacheco will obtain her signature after the meeting.

Approval of July Agenda and June Minutes

Mr. Ramaj made a motion to approve the July agenda. Mr. Shea second. All voted in favor. Motion carried. Mr. Bettolo made a motion to approve the June minutes. Mr. Shea second. All voted in favor. Motion carried.

Financial Report

Mr. She made a motion to accept A/P checks 14768-14785 and all electronic fund transfers as listed on the transaction report. Mr. Ramaj seconded the motion. All voted in favor. Motion carried. Mr. Ramaj

made a motion to accept payroll checks 6695-6724 and transfers as listed on the transaction report. Mr. Bettolo seconded the motion. All voted in favor. Motion carried.

Director Update

Mr. Pacheco updated the Board on the following:

- Mr. Pacheco told the Board that STAR held the 2nd annual BBQ at the STAR office on July 3rd. Almost all of the staff were able to stop in and several Board members and County Commissioner Slaughter also stopped by.
- June's ridership increased by 664 rides from June, 2024. Mr. Pacheco calculated that about 100 rides in June were attributed to the new Rider App.
- STAR had one driver resign and has already received one new application in the office.
- Mr. Pacheco met with County Commissioner Island Richards to discuss how STAR was created by the County and why it is important that STAR continue to receive County funding. Commissioner Richards encouraged Mr. Pacheco to research STAR possibly seeking a mill levy in combination with either the Airport or the senior citizen centers to fund STAR's operations going forward.
- Mr. Pacheco had a meeting with Rock Springs Mayor Max Mickelson and JJ Syvrud, City of Rock Springs Parks and Recreation Director, regarding transporting riders from one part of town to the other part of town if cuts to the city budget come to fruition and the Civic Center ends up closing. Mr. Pacheco told the Board that he will continue this discussion and will keep the Board updated.
- The small van was in an accident and was completely totaled, which insurance calculated as a \$8,000 loss. STAR's driver was not at fault in any way. Mr. Pacheco is working with WARM on the claim.

Safety Training/General Information

The July safety training will be How to Handle Emergencies. .

Old Business

Office Lease

Mr. Pacheco told the Board that the new office lease is complete and that the amount will remain the same as last year's lease, which is \$15,000 annually. Mr. Ramaj made a motion to approve the new lease. Mr. Bettolo second. All voted in favor. Motion carried.

Wyoming Public Transit Association Conference August 19-21st

Mr. Pacheco reminded the Board that the Wyoming Public Transit Association Annual Conference will be held at the Holiday Inn from August 19th through the 21st. Any Board member is welcome to attend the sessions but should let Mr. Pacheco know so that a registration can be completed. Mr. Pacheco will email the registration forms to the Board if anyone is interested.

New Business

Funding Cuts

Mr. Pacheco stated that the City of Green River and the City of Rock Springs will fund STAR the entire amount of their requests, which were \$34,000, and \$16,890, respectively. The Board of Sweetwater County Commissioners funded STAR \$92,600, which was a 17% reduction from the request of \$112,603. Mr. Pacheco stated that the FTA also reduced STAR's requested funding for FY2026.

Budget Adjustment Request

Ms. Seppie told the Board that there will need to be a budget adjustment due to the funding cuts from FTA and Sweetwater County. She asked the Board if she could present the adjusted budget for Board

approval during the August meeting, as she will know at that point exactly how much is remaining for the last months of the FTA FY2025 (July-September 2025) year and can adjust the FY2025 grant and FY2026 budgeted grant numbers based on that. The Board was fine with Ms. Seppie preparing the adjustment for the August meeting.

Request to apply for a Sweetwater County Tripartite Grant

Mr. Pacheco stated that he would like Board approval for STAR to apply for a \$9,000 Community Services Block Grant through the Sweetwater County Tripartite Board. Mr. Shea made a motion to allow Mr. Pacheco to complete and submit the CSBG Grant application. Mr. Ramaj second. All voted in favor. Motion carried.

Executive Session

No Executive Session was needed.

Adjournment

Mr. Shea made a motion to adjourn the meeting. Mr. Ramaj second. Ms. Bodyfelt adjourned the meeting at 5:56 p.m.

Virginia Bodyfelt, Chairman	_____
Carla Hester-Croff, Secretary/Treasurer	_____
Mary Seppie, Recording Secretary	_____