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## **Board of Directors Meeting Minutes June 9, 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  
Carla Hester-Croff, Board Member  
Les Mauch, Board Member  
Dwane Pacheco, Director  
Mary Seppie, Bookkeeper  
County Commissioner Rob Slaughter, Board Liaison

**Absent:** None

### **Approval of June Agenda and May Minutes**

Ms. Hester-Croff made a motion to approve the June agenda and May minutes. Mr. Shea seconded the motion. All voted in favor. Motion carried.

### **Financial Report**

Mr. Ramaj made a motion to accept A/P checks 14750-14767 and all electronic fund transfers as listed on the transaction report. Mr. Shea seconded the motion. All voted in favor. Motion carried. Mr. Mauch made a motion to accept payroll checks 6669-6694 and transfers as listed on the transaction report. Mr. Ramaj 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 IME will be in town this week to visit the three possible building site options for the feasibility study:
  - 1616 W. 2<sup>nd</sup> Street on Blair Avenue- no cost set (currently County Road and Bridge)
  - 610 Jonah Drive (\$895,000)
  - 1480 Gateway (Lot only-\$328,000)
- The SPARE rider's app is completely functional. Mr. Pacheco has reached out the Sweetwater School District #1 to inform them in case there are students who may want to use the app during the summer.
- The Ricoh copier is now in use and the old one was removed from the office.
- Kyla Timm has been hired as part-time driver for the summer. Kyla holds a CDL with the Passenger Endorsement.

- The ridership from April to May decreased by 134 but follows the trend from last year, which saw a decrease of 193 from April to May. STAR provided 268 more rides in May 2025 compared to May 2024.
- WYDOT informed STAR that our Federal Transit Administration funding for FY2026 will be \$460,648. STAR's request was \$503,565, which is a shortage of \$42,917.
- The Board of County Commissioners (BOCC) discussed reducing STAR's funding by 17%. STAR requested \$112,603 from the BOCC to help provide matching funds to secure the FTA Grant funding. The BOCC discussed funding STAR \$92,600 for FY2026, which is a \$20,003 reduction in matching funds. There was also some discussion by the BOCC about raising the rider fares. Mr. Pacheco told the Board that considering that the rider survey showed that a large percentage of our riders have an annual income of less than \$15,000/year, he feels that STAR is reaching the target group who needs the service. Increasing these fares could present a barrier for these riders. Commissioner Slaughter said that Mr. Pacheco should reach out to the County Commissioners to explain STAR's rider base and why these increases could impact these riders. Commissioner Slaughter stated that the BOCC is trying to push agencies to find other funding sources other than funding from the County. He went on to explain why these cuts are necessary. Mr. Pacheco asked about the reserves being held by the County and why these are not being utilized. Commissioner Slaughter explained that the current BOCC is conservative in using these reserves as there is uncertainty as to timing of taxes being collected as the process for this collection has changed. There are also potentially high future maintenance costs for the County and several of the commissioners feel that these reserves should be held to fund these future costs. There were several other reasons discussed as well.

### **Safety Training/General Information**

The June safety training will be Summer Safety: Hydration, Sunscreen, and Vision Protection.

### **Old Business**

#### **Audit Engagement Letter for FY2025 Audit**

Ms. Seppie said that this has already been done so no action is needed.

### **New Business**

#### **Office Lease**

Mr. Pacheco stated that he has not received a lease agreement from the property manager, but in speaking to the manager, he is anticipating that the new lease agreement will be the same as the monthly amount we are currently paying.

### **Executive Session**

No Executive Session was needed.

### **Board Comments**

Mr. Ramaj asked about Board applicants. Commissioner Slaughter mentioned that John Bettolo has an application on file, but he cannot be a driver and a Board member. Mr. Pacheco explained that Mr. Bettolo decided that he did not want to be a driver but would like to sit on the STAR Board. Commissioner Slaughter said that if there are no other applicants for the other empty Board position, he could recommend to the BOCC that Mr. Shea serve a third consecutive term. The Board stated that they would like to have Commissioner Slaughter present this recommendation at the next BOCC meeting.

### **Adjournment**

Mr. Shea made a motion to adjourn the meeting. Mr. Ramaj second. Ms. Bodyfelt adjourned the meeting at 5:29 p.m.

Virginia Bodyfelt, Chairman

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Jeff Ramaj, Secretary/Treasurer

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Mary Seppie, Recording Secretary

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