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Board of Directors Meeting Minutes May 11, 2026

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
John Bettolo, Board Member
Jeff Ramaj, Board Member
Dwane Pacheco, Director
Mary Seppie, Bookkeeper
Ted Ware from Uinta Bank (Tanniger Bank)-Guest

Absent:

County Commissioner Rob Slaughter, Board Liaison

Board or Guest Comments: At 5:11 p.m. Ted Ware with Uinta Bank stopped into the meeting. He told the Board that Uinta Bank is merging with Tanniger Bank. The new bank wants to have more community involvement, so they are trying to get out and talk to organizations within the community to see if there are any needs the bank can meet. The Board thanked Mr. Ware for the information.

Approval of April Agenda and March Minutes

Mr. Shea made a motion to approve the May agenda and the April minutes. Mr. Ramaj second. All voted in favor. Motion carried.

Financial Report

Mr. Ramaj made a motion to accept A/P checks 14958-14972 and all electronic payments as listed on the transaction report. Mr. Shea seconded the motion. All voted in favor. Motion carried. Mr. Shea made a motion to accept payroll checks 6998-7027 and transfers as listed on the transaction report. Mr. Ramaj seconded the motion. All voted in favor. Motion carried.

Director Update

- April's ridership was 3073, an increase of 1,011 over last April, a 49% increase. The new mobile app accounted for 14 %. There were 66 new riders created in April and 20 riders with the first trip taken.
- STAR has still not had any inquiries on the older bus that is for sale.
- The two new buses are still on track to be delivered. One will be delivered in May and one in June. STAR will have to withdraw money from the WYOStar (LGIP) to pay for the buses up front and then will bill FTA and SLIB for their portion(s).

- Mr. Pacheco met with Mayor Mikkelson (City of Rock Springs), Counselor Bingham, and Matt McBurnett on April 17th regarding the FY27 funding request. The Mayor said that the City of Rock Springs will honor the funding request.
- The funding request for the Sweetwater County Board of County Commissioners is complete and will be submitted by the deadline of Friday, May 15th at noon.
- April 17th was STAR's free day. There were 161 rides taken on the free day, 1 rider with a 1st trip. The prior day had 147 rides and the Friday after had 142 rides, so Mr. Pacheco felt it was a success. He told the Board that it was a lot of work to set up, but now that it is set up inside the software, it should be a much easier process next year if STAR offers it again.
- Building Update-Mr. Pacheco stated that IME changed one of the sites in the feasibility study from the original Road and Bridge building to 430 West Blair. The cost to do this change inside the study was \$17,000. IME engineer Kevin Miller and the architect came to Rock Springs to look at the building, and both said it was a much better building and fit than the previous building STAR was considering. Sweetwater Technology also walked through the building. They will relocate our server and ensure all computers work before STAR moves in. Communication Technologies said that the antennae will work for the base station radio and repeater, and Dan Camphouse checked on the facility to be sure that STAR's VOIP phones would work.
- Mr. Pacheco spoke with WYDOT, who informed him that STAR will be granted a "by-pass" to apply for the FTA 5339 Capital Grant since we began the conversion before the deadline. STAR will still need to complete several items before the purchase of the building can be completed, including a URA, a NEPA study, a Title VI Analysis, and an Independent Cost Estimate. In addition, STAR would be required to have two independent appraisals of the property and STAR would be required to pay Fair Market Value for the property, even if the County were to offer the property for less. It will take at least six months to complete all of the steps. Mr. Pacheco is hoping that some of the studies can be completed by IME inside of the feasibility study.

Safety Training/General Information

The May safety training will be on Fall Prevention Awareness in Public Transit.

Old Business

Update on Bus Disposals

There have been no inquiries on the remaining bus that is for sale.

Free Day 4-17-2026

Mr. Pacheco discussed the Free day in his Director update above.

New Business

Update on Purchase of Two New Buses

Mr. Pacheco discussed this in his Director update above. The buses are on schedule to be delivered: one in May and one in June.

Building Update-430 Blair

As per the Director's update above, the feasibility study has been amended to include 430 West Blair instead of the prior Road and Bridge building. In order to purchase the building, STAR will need to complete all of the federal requirements as well as install a new sprinkler system for fire suppression as well as some structural changes to the outside of the building to make it ADA compliant.

Executive Session Called at 5:20

Mr. Shea made a motion to go into Executive Session at 5:20 to discuss personnel and real estate topics. Mr. Ramaj seconded the motion. All voted in favor. Executive Session started at 5:20 p.m.

Executive Session

An executive session was held to discuss a personnel matter and a real estate matter.

Adjournment of Executive Session and re-convene regular meeting

Mr. Shea made a motion at 5:53 to adjourn the executive session and re-convene in the regular meeting session. Second, Mr. Ramaj. All voted in favor and motion carried. Regular session was reconvened at 5:53 p.m.

Adjournment

Mr. Bettolo made a motion to adjourn the meeting. Second, Mr. Ramaj. All voted in favor. Motion carried. Ms. Bodyfelt adjourned the meeting at 5:54 p.m.

Virginia Bodyfelt, Chairman _____

Carla Hester-Croff, Secretary/Treasurer _____

Mary Seppie, Recording Secretary _____