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Board of Directors Meeting Minutes
July 13, 2026

Call to Order
Vice-Chairman Steve Shea called the meeting to order at 5:00 p.m.

Roll Call
In attendance:
Steve Shea, Vice-Chairman
Carla Hester-Croff, Secretary/Treasurer
John Bettolo, Board Member
Jeff Ramaj, Board Member
Robin Faulkner-Harrison
Dwane Pacheco, Director
Mary Seppie, Bookkeeper
County Commissioner Rob Slaughter, Board Liaison

Absent:
None

Board or Guest Comments:
None

Board Members:
The Board welcomed new Board member Robin Faulkner-Harrsion.

Elections were held for the Board positions of Chairperson, Vice-Chairperson, and Secretary/Treasurer. Mr. Bettolo made a motion to nominate Carla-Hester Croff to be Chairperson. Jeff Ramaj seconded the motion. All voted in favor. Motion carried. Mr. Bettolo made a motion to keep Mr. Shea in the position of Vice-Chairperson. Mr. Ramaj seconded the motion. All voted in favor. Motion carried. Mr. Ramaj nominated Mr. Bettolo for Secretary/Treasurer. Ms. Faulkner-Harrison seconded the motion. All voted in favor. Motion carried.

Signature cards will be prepared and signed at the next Board meeting in August. Ms. Faulkner-Harrison will not be a signer on the accounts due to an employer policy. Everyone else will remain as signers and Ms. Bodyfelt will be removed as a signer.

Approval of June Agenda and May Minutes
Mr. Ramaj made a motion to approve the July agenda. Mr. Shea second. All voted in favor. Motion carried. Mr. Shea made a motion to approve the June minutes. Second, Mr. Ramaj. All voted in favor. Motion carried.

Financial Report
Mr. Shea made a motion to accept A/P checks 14989-15005 and all electronic payments as listed on the transaction report. Mr. Bettolo seconded the motion. All voted in favor. Motion carried. Mr. Ramaj made a motion to accept payroll checks 7057-7082, and transfers as listed on the transaction report. Mr. Bettolo seconded the motion. All voted in favor. Motion carried.

Director Update

- June's ridership was 2415, an increase of 160 over last June, a 7% increase. The mobile app accounted for 17%. He pointed out that in May of 2025, only 2% of riders were using the new app, so there has been a substantial increase. There were 66 new riders created in June compared to 57 in May and 20 riders with the first trip taken in June compared to 22 in May. There have been several drivers out sick or with longer term illnesses
- STAR has still not had any inquiries on the older bus that is for sale.
- The new buses arrived on June 1st. There were some grant revision issues with the state and STAR cannot do anything until the grants are all correct, but one bus will be paid for soon.
- Mr. Pacheco said that he transferred another $28,000 from the WYOStar account as STAR will need to pay for one of the buses in July. The state has been very slow getting STAR the reimbursements for the monthly expenses. At this point there are three months that have not been reimbursed, which makes covering bills difficult. STAR is losing interest every time the balance drops in the WYOStar account. Commissioner Slaughter asked if the commissioners writing a letter to the state would help. Mr. Pacheco said that he will contact the supervisor at the state before he has the commissioners intervene. Ms. Seppie talked about her frustrations with the state and the timing and delays with the reimbursements. She said that she would like to know when the batches will be processed, submitted, and paid. As it stands, she stated that currently STAR has still not been paid for the April and May reimbursements, plus the payments that have gone out for June that have not yet been submitted and the first period of July. Altogether, there is over $150,000 outstanding. Now that funding has been cut, reserves are already decreasing and it is becoming more difficult to cover the time between paying the expenses and being reimbursed and timeliness of these reimbursements is becoming even more important.

Safety Training/General Information
The July safety topic will be covering the 100 deadliest days, which are from Memorial Day-Labor Day.

Old Business
Update Bus Disposals
There have been no inquiries on the remaining bus that is for sale**.**

Building Update
Feasibility Study- Mr. Pacheco said that the IME feasibility is in the final draft. Per the study, STAR will have to pay approximately $987,000 in improvements before the actual building/property can be purchased. These improvements include a sprinkler system inside the building as well as under the overhang outside and making the front entrance and parking area ADA compliant. Mr. Pacheco said that after the improvements are completed, STAR will have to get two independent cost appraisals on the building and pay fair market value to Sweetwater County for the building. Currently STAR is leasing the building for $1,250/month. In the study, there were two other properties considered. The property at 610 Jonah Dr. would cost $3.7 million for the upgrades needed before the purchase, and the land at 1480 Gateway would cost $4.8 million to build the new facility.

Dates on the new building: Mr. Pacheco said the server was moved to the new building on June 24th and STAR moved into the new building on June 25th. The Rock Springs High School Football team moved the offices from Dewar to the current building. They started at 6:45 am, and by 9:00 they had moved everything and unloaded it into the new building. Their coach was Kasey Koepplin. Mr. Pacheco will work on getting an invoice and W-9 from the football team. Copier and Supply moved the copier from the Dewar building to the new building on July 2nd. Ms. Seppie said that some of the Board members had seen the building before the move in, but for those that hadn't she wanted them to know that this was a large move that was done very quickly and all the staff really stepped up. She said that Dwane and Annie Haney especially put in a lot of extra work and hours to get things ready, including painting the main offices and garage bathroom. They spent long hours and she feels they should be recognized for that. Some of the staff came in early today to clear out the remaining furniture/junk out of the main garage. The Board expressed how impressed they were with everything that was done.

Update on New Buses
Mr. Pacheco said although he spoke about this in his director's comments, he wanted to add how impressed he has been with the current vendor compared to the prior vendor that STAR used to purchase the vehicles.

New Business
Approval for STAR to apply for Community Services Block Grant (CSBG) due 7/15/2026
Mr. Pacheco told the Board that STAR will probably not be able to spend all the grant money this year due to the grant being a new grant that took some time to get moving and get the word out to the riders about the grant funding. The grant awarded last year was for $9,000, and STAR will apply for $13,500 in the grant for FY2027. Mr. Shea made a motion for Mr. Pacheco to apply for the FY27 CSBG grant. Mr. Bettolo seconded the motion. All voted in favor. Motion carried.

Withdrawal of FY2027 5339 FTA funding request for vehicle due to lack of funding/cash flow
Ms. Seppie told the Board that after the WYTrans meeting in June when funding cuts for operations were announced, several agencies redacted their 5339 funding requests for vehicles. The agencies noted that money that had been budgeted for new vehicles will now need to be used for the funding shortages in operations, so they decided not to go forward with the FY27 vehicle funding requests from FTA. Ms. Seppie said that she and Mr. Pacheco discussed this and decided that STAR will also be needing to use more for operations due to these cuts. Therefore, it makes sense to not move forward with the funding request for a new vehicle for FY2027. She stated that hopefully more funding will come through FY28 and STAR will be able to apply for vehicle funding at that point. She said it is a hard decision, since the percentage of the cost to STAR really is reasonable, but that the problem is having enough money to pay for the vehicle up front. As reserves are decreasing to meet funding shortages, this becomes even more difficult.

Sweetwater County Funding Request-$125,010 requested, $89,843 awarded
In FY2026, the County awarded $92,600 to STAR. Due to service increases, the increase in the cost of gas and needing drivers for the increase in service, STAR requested $125,010 for FY2027 but was funded $89,843. Ms. Seppie stated that this, combined with the federal cuts, will significantly impact STAR's budget and could lead to potential service cuts. Commissioner Slaughter stated that originally the commissioners voted to leave the funding the same as the FY26 level of $92,600. However, in the final budget session, the commissioners decided to reduce outside agency funding requests to help fund the County insurance fund for a month. Ms. Seppie thanked Commissioner Slaughter for the explanation, and she said that STAR is thankful for the funding that was awarded. However, she stated that funding cuts will impact reserves as well as service reductions in the future year(s). Mr. Pacheco told the Board that STAR has really shown what it is capable of by the increase in ridership over the last two years and the need for transportation in the community. He said to keep these levels of service, STAR must be funded and without increases, STAR will need to reduce services, which will impact the riders in our community. He said that he is hoping to get together with all of the leaders of the City of

Rock Springs, City of Green River, and Sweetwater County all at one time and discuss how to move forward with some sort of funding model to not only ensure funding but ensure the service level in the community. He would like to have a three to five year plan in place for future funding with all three entities.

Budget Reductions, local and federal
Ms. Seppie said that this had already been covered with the other discussions in new business, so there was no need to talk about the reductions again.

Fiber Optic Services Agreement
Mr. Pacheco said the agreement for the fiber optic service at the new building is between STAR and the Joint Powers Telecom Board. He told the Board that he did have STAR's attorney, Sage Hilstad, review the agreement and she did not have any issues with the agreement. STAR will save money on internet services with this agreement. Mr. Ramaj made a motion to approve the Fiber Optics Service agreement and Dwane's signature on the agreement. Mr. Shea second. All voted in favor. Motion carried.

Regular Session Adjourned to Executive
Mr. Pacheco requested an executive session for a personnel matter. The regular session was adjourned at 5:53 p.m. Commissioner Slaughter left the meeting.

Executive Session Called
Mr. Shea made a motion to move into executive session. Mr. Bettolo second. All voted in favor. Motion carried. The executive session was called to order at 5:53 to discuss a personnel matter.

Executive Session Adjourned
Mr. Ramaj made a motion to adjourn the executive session and go back into the regular meeting session. Mr. Shea second. All voted in favor. Motion carried. The executive session was adjourned at 6:10.

Regular Session Reconvened
The regular session was called to back order at 6:10.

Adjournment
Mr. Shea Bettolo made a motion to adjourn the meeting. Second, Mr. Shea. All voted in favor. Motion carried. Ms. Hester-Croff adjourned the meeting at 6:14 p.m.

Carla Hester-Croff, Chairwoman ____________________________________

John Bettolo, Secretary/Treasurer ____________________________________

Mary Seppie, Recording Secretary ____________________________________