

MINUTES OF MEETING –February 10, 2020

**GREATER PEORIA MASS TRANSIT DISTRICT
2105 N.E. Jefferson Avenue, Peoria, Illinois 61603**

DATE: Monday, February 10, 2020

PLACE: *Greater Peoria Mass Transit District Offices*

TRUSTEES PRESENT:

Art Bell- Chair

Jennifer Lee -Vice Chair

Maxine Wortham-Treasurer

Sharon McBride– Secretary

Joan Krupa-Trustee

OTHERS PRESENT:

Doug Roelfs	General Manager
Nick Standefer	Assistant General Manager Maintenance
Angel Marinich	Assistant General Manager Operations
William Wombacher	CityLink Counsel
Christine Feng	CityLink, Chief Financial Officer
Martha Howarter	CityLink, Director of Federal Programs
Andrew Dwyer	CityLink, Director of Mobility
Jason Culberson	CityLink, Director of Safety & Training
Ken Boddie	CityLink, Director of Operations & Security
Desiree Carlson	CityLink, Executive Assistant & Board Support
Emily Watson	CityLink, Director of Marketing
Shannon Williams	CityLink, Director of Human Resources
Steve Green	CityLink, Director of Maintenance
Ron Cox	ATU416 President
Corey Sebens	ATU416
Chad Betts	MV Transportation
Brian Hiatt	MV Transportation
Quentin Scherr	STL
Trey Rogers	STL
Ryan Haas	STL
Kevin Bessler	WMBD

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Art Bell on Monday, February 10, 2020 at 5:30 PM.

1. Roll Call was taken by General Manager Doug Roelfs, and he reported that a legal quorum was met with all 5 members of the Board present.

2. Pledge of Allegiance:

Angel Marinich, Assistant General Manager, led the Pledge of Allegiance

3. Receipt and Reading of Minutes:

Chair Art Bell presented to the Board the minutes of the regular meeting of January 13, 2020. **Trustee Lee made the motion to approve, and Trustee Wortham seconded the motion. Motion Passed.**

4. Receipt and Reading of Communications:

There were no communications for this meeting

5. Report of Officers:

There was no report of officers

6. Report of Standing Committees:

The PDC Committee approved 2 community activities. The first one they approved is the Komen “more than pink” walk. The second one approved is an upcoming Honor Flight.

7. Report of General Manager

- Farnsworth performed approx. \$77K in **Unauthorized** work. Doug said the contract was pretty self explanatory, but Farnsworth stated there was work done that wasn't included in our payment. There is some survey work we will pay for, but there may be other items we may not pay for.
- Doug thanked the Board for the chance to attend the Bus Coalition Board of Directors planning meeting in Phoenix. It is a grass roots group that focuses on getting funding that Congress or Senate may cut from some of our programs. Darin LaHood is co-chair of the bus caucus as well.
- Doug introduced our new Safety & Training Director Jason Culberson

8. Report of the CityLift General Manager: Chad Betts presented the following to the Board for January, 2020

- On Time Performance 94.72%
- Productivity 2.25
- Ridership 12,216 with 3 denials (client refused offered time)
- Vehicle Billing Hours 5,428.55
- Vehicle accidents: 0 preventable, 0 non-preventable
- Incidents 6
- Workplace injuries 0

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As far as operators, we have 50 operators with 3 additional in training for a total of 53 active. We are fully staffed in Administration

Safety and Training covered left turns and pedestrians/winter driving and slips, trips and falls

Management activities included:

1/7 20-Manager's meeting

1/13/20-December results and 2020 budget action plan meeting

1/22/20-Senior World meeting regarding passenger pick up

1/23/20-CountyLink fare meeting

1/24/20-Biometric time clock meeting

2/29/20-Driver shortage meeting

Trustee McBride asked how training is conducted. Chad explained that it is all done in-house, with some drivers designated as trainers

9.Report of the CountyLink General Manager: Brian Hiatt presented the following to the Board for January, 2020

- On Time Performance 91.97%
- Productivity 1.96
- Ridership 1,917 with 0 denials
- Vehicle Billing Hours:Rural 801.61
- Vehicle Billing Hours:Urban: 176.77
- Vehicle accidents: 0
- Incidents: 1
- Workplace injuries 0

Currently fully staffed in Administration. We are just short a few drivers, but the good news is that a driver that has been off with medical issues will hopefully be back by the end of February.

Brian's Management activities included many of the same that Chad attended.

10.Public Comments:

There were no public comments

11.Old Business:

There was no old business

12.New Business:

A.Resolution 20-27 Award Recommendation for Managed IT and Support Services to STL with a three (3) year contract with two (2) 1 year options for \$12,568.13/month, not to exceed \$754,087.80 for a maximum of 5 years.

We are asking the Board to approve a new contract with STL as described above. They have assisted us in many ways implementing new technology to helping plan long term the digital landscape and have kept the District safe from cyber crime. The new award is a decrease from the

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previous contract. **Trustee McBride made the motion to approve and Trustee Lee seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			
Joan Krupa, Trustee	X			

B.Resolution 20-28 Memorandum of Understanding with Peoria County Health Department-Emily Watson

This will enable the City/County Health Department to place their Public Service Announcements on our buses. They send the artwork for us to approve, and it is no charge to the District. **Trustee Krupa made the motion to approve, and Trustee Lee seconded the motion. Motion Passed.**

GPMTD’s submittal was selected for an AdWheel award from APTA. The video selected was from the “Get on Board” day in April 2019. It was submitted for increasing the needs for funding. Emily will be accepting the award at the APTA Marketing Conference, and the award may go on to be selected at the yearly conference later this year in Anaheim, CA

C.Resolution 20-29 Authorization to enter into an agreement with Hawk Attollo dependent on their ability to secure funding from the Illinois “Solar for All” grant. Funding will be used to purchase and install solar panels at the Transit Center. GPMTD will then enter into an agreement to utilize Hawk Attollo as our energy provider at the Transit Center only

We are asking the Board for GPMTD to sign a power of purchasing agreement with a company called Hawk Attollo Energy so they can apply for a state program called Illinois Solar for All dedicated to the funding of solar panel projects. **This would be at no charge to the District. Trustee Wortham made the motion to approve, and Trustee Lee seconded the Motion. Motion Passed.**

D.Resolution 20-30 Authorization to proceed with Transit Center Renovation Change Orders not to exceed \$30,000

We found during the course of renovations there were some unexpected items that needed to be added, and we are asking that you allow General Manager Doug Roelfs to negotiate change orders for the Transit Center not to exceed \$30,000. **Trustee Krupa made the motion to approve, and Trustee Lee seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			
Joan Krupa, Trustee	X			

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E. Financial Report-January 2020 Board Bills approval-Christine Feng

Christine Feng, Chief Financial Officer, recommended that the Board approve the January 2020 operating expenses of \$3,089,642,21. **Trustee Lee made the motion to approve the Board Bills, and Trustee McBride seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			
Joan Krupa, Trustee	X			

Future Board meetings will be held Monday, March 9, 2020 and Monday, April 13, 2020 at 5:30 PM at the CityLink Administration Bldg.

By: 
Sharon McBride, Secretary