

MINUTES OF MEETING –March 9, 2020

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

DATE: Monday, March 9, 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

Angel Marinich Assistant General Manager Operations

Desiree Carlson CityLink, Executive Assistant & Board Support

Brian Hiatt MV Transportation

Ron Cox ATU416 President

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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, March 9, 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 February 10, 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:

There was no report of standing committees

7. Report of General Manager:

- We were awarded the \$1.2 million dollars for the Proterra battery electric bus and charging station. These buses will not be ordered until January 2021 most likely
- We have had 2 months in a row where our ridership has gone up

8. Report of the Interim CityLift General Manager: Brian Hiatt presented the following to the Board for February, 2020

- On Time Performance 94.15%
- Productivity 2.24
- Ridership 11,599
- Vehicle Billing Hours
- Vehicle accidents: 0 preventable, 1 non-preventable, where one of our buses Was rear ended
- Incidents 5
- Workplace injuries 1

We are not fully staffed in Administration (Managers, Supervisors, Administrative Assistant)
We have 50 operators-with 3 additional in training for 53 active

The safety meeting was on following distance/slips, trips and falls

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Management activities:

- Attended the Regional Monthly Safety Meeting on February 5
- Held a Safety Blitz “For the Love of Safety” on February 14
- Attended the Regional Staff Meeting on February 14
- Attended Safety Action Plan Meeting on February 19
- Lisa Kelliher, SVP and Dan Soulvie, DoM were in town February 24 through February 26
- February 25, Brian Hiatt became the Interim General Manager
- February 25, Chris Leighty, DoS was in town teaching a reasonable suspicion class

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

- On Time Performance 89.88% (will be fully staffed on all routes next week)
- Productivity 1.90
- Ridership 1,726 with 2 denials
- Vehicle Billing Hours:Rural 729.33
- Vehicle Billing Hours:Urban: 178.59
- Vehicle accidents: 0
- Incidents: 1
- Workplace injuries 0

We are not fully staffed in Administration (General Manager, Assistant General Manager, Safety Manager, Road Supervisor, Dispatcher, Dispatch Manager)

Management activities:

- Attended the Regional Monthly Safety Meeting on February 5
- Held a safety blitz “for the love of safety” on February 14
- Attended the Regional Staff Meeting on February 14
- Attended Safety Action Plan Meeting on February 19
- Lisa Kelliher, SVP and Dan Soulvie, DoM were in town February 24 thru Feb. 26
- February 25, I became the Interim General Manager
- February 25, Chris Leighty, DoS was in town teaching a reasonable suspicion class

10. Public Comments:

There were no public comments

11. Old Business:

There was no old business

12. New Business:

A. Resolution 20-31 recommendation to approve contract with Safety National Casualty for Excess Self Insurance Workers’ Compensation in an amount not to exceed \$46,805 for the period 3/1/20 thru 3/1/21-Doug Roelfs

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We are asking the Board to approve a new contract with Safety National Casualty as described above. This is a company we have used for several years, they just have changed their name. We are asking the Board to approve the contract for the time frame 3/1/20 thru 3/1/21 in the amount of \$46,805 **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 20-32 Recommendation to authorize the General Manager to apply for Section 5339(b) grant funding in an amount not to exceed \$20,400,000-Doug Roelfs

This is an application for the Bus & Bus Facilities program, and it is the third time applying. First time we received \$3.6 million. This time we are showing we are ready to begin. The local share has already been provided by IDOT. We have received letters of support from Legislators with regards to this request. We recommend the Board authorize the General Manager to apply for the \$20,400,000. **Trustee Krupa made the motion to approve, and Trustee Lee seconded the motion. Motion Passed.**

C.Resolution 20-33 Recommendation to approve contract option years two and three of the current contract with Gallagher Bassett Services for claims Administration service of its Workers' Compensation program for the period 3/1/20-2/28/21 paying \$234/medical claim, \$1700 per each indemnity claim, and \$32 per each incident claim and \$7,039 for administrative services, and a 2% rate increase for 3/1/21-2/28/22

We are in option year 2 which was a 2% increase for a total of approximately \$27,143. We were up last year in claims, but hoping for a better year. A person in question is now back to work. **Trustee McBride made the motion to approve, and Trustee Wortham 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			

D.Financial Report-February 2020 Board Bills approval-General Manager Doug Roelfs

General Manager Doug Roelfs, recommended that the Board approve the February 2020 operating expenses of \$2,502,269.11. **Trustee Lee made the motion to approve the Board Bills, and Trustee Bell seconded the motion. Roll Call Taken. Motion Passed.**

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	<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, April 13, 2020 and Monday, May 4, 2020 at 5:30 PM at the CityLink Administration Bldg.

By: Sharon R McBride
Sharon McBride, Secretary