

The Board of Trustees of the Sangamon Mass Transit District met in a regular session in the office of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:31 P.M. by Brian Brewer, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Sandra Douglas	Trustee
Leslie McCarthy	Secretary
Sue Davsko	Vice Chairperson
Karen Hasara	Treasurer
Jerry Doss	Trustee
Wynne Coplea	Trustee
Frank Squires	Managing Director
Stephanie Malcom	Grants & Procurements Manager
McKenzie Crowe	Human Resources Officer
Melissa Ashford	Director of Operations
Diane Townsend	Director of Finance and Administration
Rusty Reed	Legal Counsel
Aaron Beck	Superintendent of Maintenance
Jason Sass	Associate Planner, SSCRPC
Steve Schoeffel	Deputy Managing Director

Absent:

Pete Roberts ADA Advisory Committee

II. APPROVAL OF MINUTES

Brian Brewer asked if there were any questions or comments regarding the minutes of February 25, 2019. There were no comments or questions. Sandra Douglas made a motion to approve the minutes of the February 25, 2019 meeting, seconded by Sue Davsko and the motion unanimously passed.

III. DIRECTOR REPORTS

Frank Squires, Managing Director, stated that he would save his portion for the closed meeting.

Diane Townsend, Director of Finance and Administration, stated that she was covering the operating grant.

Melissa Ashford, Director of Operations, stated that January ridership was down and that could be attributed to some inclement weather. Melissa continued that February was down 5.3%. Overall fiscal numbers compared to last year are in line with national trends.

IV. REPORTS

A. Board Committee Reports: Finance-Operations-Administration

Finance: Diane stated that they did a really good job in the Accounting department to close. Brian asked if there were any questions or comments about the February financial statements and cash disbursements. Jerry Doss made a motion to approve and it was seconded by Wynne Coplea. The approval was passed unanimously. Diane Townsend stated that the Illinois fund is earning 2.45%.

Operations: Aaron Beck stated that the Maintenance Department bus parts are way down and that they are still working on signs and that there are a few hundred sign changes left. The signs on the buses are done on SMTD's side and they are waiting on Clever to complete. Aaron stated that he has gone through training last month. Steve Schoeffel stated that Clever Devices issues were delaying staff's ability to make changes and updates to destination signs and that there is a customer support ticket submitted to get the issue resolved as soon as possible.

Administration: Karen Hasara reported that there was a meeting held that will be discussed in the closed session.

- B. Planning Commission Report:** Jason Sass stated that they are working on a Unified Planning Work program to be ready by May after going to IDOT. Jason continued that the public participation plan should be ready for review in April.
- C. Disabled Persons Advisory Committee Report:** No report given.
- V. NEW BUSINESS**
 - A.** Board Elections: Brian Brewer made a motion that Jerry Doss act as acting Board Chairman for the purpose of the Board elections. The motion was seconded by Sue Davsko. The motion passed unanimously. Wynne Coplea nominated the existing slate to remain including Brian Brewer as Chairman, Sue Davsko as Vice Chairperson, Karen Hasara as treasurer, and Leslie McCarthy as secretary. The motion was seconded by Sandra Douglas. A roll call was done and the motion passed unanimously. Wynne Coplea made a motion to move the Chairmanship back to Brian Brewer. The motion was seconded by Leslie McCarthy. The motion was passed unanimously.
 - B.** The By Laws update was tabled due to not having documents ready to grant additional approval authority.
 - C.** IBI Contract Extension: Stephanie Malcom stated that they would be extending the contract to finish the fare collection technical overview in the amount of \$120,865.00 which will come from the Operating expense. Wynne Coplea made a motion to extend the contract and the motion was seconded by Leslie McCarthy. The motion was passed unanimously with a roll call.

- D. Ecolane Contract Extension: Stephanie Malcolm stated that the original contract was for five years and that she was asking for an extension of two years. The contract is for the development of an application which is fully developed. The extension is to continue to work on the functionality of the compatibility of the Alexa component from Amazon. Leslie McCarthy made a motion to approve the extension. The motion was seconded by Jerry Doss. The motion was passed with a roll call unanimously.
- E. Unifirst Contract Modification: Stephanie Malcom requested a one year contract extension to end in April 2020. The contract was out for bid twice. The reason for the extension is because the bidding cost came in at 35% over the 10% allowance of FTA on a price analysis of the bids. Leslie McCarthy motioned to approve the modification. The motion was seconded by Wynne Coplea. The motion passed unanimously. Brian Brewer congratulated Stephanie on her promotion.
- F. Curb Your Car Week: Steve Schoeffel stated that this is an annual event that SMTD does to encourage ridership. Anyone that rides a bike can ride the bus for free during this week. Karen Hasara made a motion to approve the free rides for this week. The motion was seconded by Sandra Douglas. The motion passed unanimously.

VI. PUBLIC COMMENTS

Ron Walker stated that his grandparent's lived on the property of the new transfer center. Ron stated that he noticed ridership was up and some routes are lopsided and others packed. Ron stated that the zero route and route seven were often late. Ron asked when the signs would be up at the transfer center. Aaron Beck stated that the sign people were struggling with colors, but are in the process. Ron stated that he was still concerned about some of the signs like Chatham road. Ron asked if SMTD considered a bike rack for the transfer center. Aaron Beck stated that it was on order. Ron Walker stated that he looked at budget over the next for years and was concerned that service would be cut. Karen Hasara also made the comment that Access trips had increased and wanted to recognize that those numbers were up.

VII. CLOSED MEETING

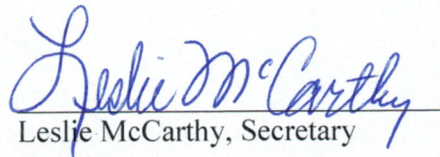
Wynne Coplea then made a motion to close the open meeting and open a closed meeting at 4:55 PM for discussion of The review and approval of closed session minutes, pursuant to the Open Meetings Act (5 ILCS 120/2(c)(21)); and The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, pursuant to the Open Meetings Act (5 ILCS

120/2(c)(1));, The motion was seconded by Sandra Douglas. The motion unanimously passed.

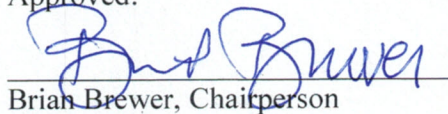
The Open meeting reopened at 5:17 P.M.

VII. ADJOURNMENT

Seeing no further business to come before the Board, Jerry Doss made a motion to adjourn the meeting. The motion was seconded by Wynne Coplea. Brian closed the meeting at 5:20 P.M.


Leslie McCarthy, Secretary

Approved:


Brian Brewer, Chairperson