

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

I. Roll Call Present:

Brian Brewer	Chairperson
Leslie McCarthy	Secretary
Jerry Doss	Trustee
Susan Davsko	Trustee
Sandra Douglas	Trustee
Wynne Coplea	Trustee
Frank Squires	Managing Director
Diane Townsend	AMD of Finance & Administration
Melissa Ashford	Superintendent of Access
Shoun Reese	Grants & Procurements Manager
Elisa Fox	Bookkeeper 1
Barbara Meyers	Counsel
Ruth Bellm	HR Manager
Linda Wheeland	Senior Planner, SSCRPC

Absent:

Karen Hasara	Treasurer
Angela Brooks	Superintendent of Transportation
Earl Amos	Superintendent of Maintenance
Pete Roberts	SCIL

II. Approval of Minutes

Jerry Doss made a motion to approve the December 22, 2014 Regular Meeting Minutes. Sandra Douglas seconded the motion and the motion unanimously carried.

III. Managing Director's Report

Frank Squires and Brian Brewer presented Gary Brake with a thirty-five years of service plaque and congratulated him on his retirement. Mr. Brewer and Mr. Squires thanked Mr. Brake for his great example of service.

Diane Townsend informed the Board that the National Transit Institute was here during the month of January for two separate trainings. Eight employees attended the Emergency Preparedness Training and nearly all employees attended the Harassment Prevention Training. Ms. Townsend thanked Ruth Bellm for preparation for these trainings.

IV. Reports

A. Approval of November and December Financial Statements & Cash Disbursements

Leslie McCarthy made a motion to approve the November and December Financial Statements & December Cash Disbursements. Susan Davsko seconded the motion and the motion unanimously carried.

B. Board Committee Reports: Finance-Operations-Administration

Finance: Diane Townsend stated that a special Board Meeting will be called this month to select an Investment Management Firm. A transfer will be made from the Illinois Funds account once a firm is selected.

Operations: Melissa Ashford informed the Board that Dewey Rowden, an Access retiree, had passed away over the weekend and the service information is posted on SMTD.org. Ms. Ashford stated that perfect attendance bonuses are given out twice a year for drivers. In the last six month period, eleven out of twenty drivers had perfect attendance and six drivers with only one absence.

Diane Townsend stated that ridership is up 11.6% in December for fixed line routes. Ms. Townsend also informed the Board that the issue of bus capacity was revealed in the emergency preparedness meetings and a service plan will be brought to the Board to determine the capacity for each bus and a plan for when capacity is met.

Administration: There was no Administration Report.

C. Planning Commission Report: Linda Wheeland stated that Dale Schultz is no longer with the Planning Commission. Ms. Wheeland also stated that the Board has been presented with a draft copy of The Long Range Transportation Plan and a thirty day public comment period begins February 2nd. The final plan will be adopted in March.

D. Disabled Persons Advisory Committee Report/Access Springfield: Pete Roberts was not in attendance.

V. New Business

a. Award of Investment Manager Contract

No action was taken.

b. Award of ADA Pad Installation Contract

Shoun Reese stated that this is the final grouping of ADA Accessible pads which will be located along City Right of Ways. Two bids were received and the lowest responsive and responsible bidder was Siciliano, Inc. Ms. Reese then requested approval to award a construction contract for the installation of ADA Accessible pads to Siciliano, Inc. for the maximum amount of \$258,687. Jerry Doss made a motion to approve the Award of

ADA Pad Installation Contract to Siciliano, Inc. Susan Davsko seconded the motion. A roll call vote was held and the motion unanimously carried.

c. Contingent Award of Rolling Stock Contract

Shoun Reese requested authorization to seek IDOT Concurrence and upon IDOT Concurrence award a 5-year contract to New Flyer, and place an order for 13 buses for an amount not to exceed \$5,578,586. Susan Davsko made a motion to approve the Contingent Award of Rolling Stock Contract to New Flyer and Sandra Douglas seconded the motion. A roll call vote was held and the motion unanimously carried.

d. Legal Services Contract Extension

Shoun Reese stated that the current contract with Hinshaw & Culbertson, LLP has a provision for two one-year options. Ms. Reese requested approval to execute the contract extension for the two option years. Option year one would be billed at \$220.00 per hour and option year two would be billed at \$225.00 per hour. This equates to an average annual increase of 3% or \$25.00 over the five-year contract period. Jerry Doss made a motion to approve the Legal Services Contract Extension. Wynne Coplea seconded the motion and the motion unanimously carried.

e. Health Insurance Contract Extension

Shoun Reese stated that the current contract with American Central Insurance has a provision for two one-year options. Exercising the one-year option will allow SMTD to complete the necessary requirements of the ACA. Ms. Reese then requested approval to execute a contract extension for one option year. Jerry Doss made a motion to approve the Health Insurance Contract Extension with American Central Insurance. Leslie McCarthy seconded the motion and the motion unanimously carried.

f. Commercial Insurance Contract Extension

Shoun Reese stated that the current contract with Nicoud has a provision for two one-year options and we are requesting approval to execute a contract extension for one option year. Sandra Douglas made a motion to approve the Commercial Insurance Contract Extension with Nicoud. Leslie McCarthy seconded the motion and the motion unanimously carried.

g. SMTD Head Count

Frank Squires requested that the Board remove the current head count from record and explained that Board approval will still be sought for any new positions. Wynne Coplea made a motion to approve the SMTD Head Count removal. Sandra Douglas seconded the motion and the motion

unanimously carried.

h. Approval of the ATU Local 1249 Collective Bargaining Agreement

When the open meeting resumed, Jerry Doss made a motion to approve the collective bargaining agreement with STU Local 1249. It covers July 1, 2014 through June 30, 2017. Highlights of the agreement include a 2.35% salary increase, effective September 1, 2014, and a 2% compounded increase effective July 1 for the next two years. It also allows for full time drivers to be added to an extra board, and overtime to be figured on a weekly basis versus daily. Sandra Douglas seconded the motion and a roll call vote was held. The motion carried.

i. Approval of Closed Meeting Minutes from December 22, 2014

Sue Davsko made a motion to approve the closed meeting minutes from the December 22, 2014 closed meeting. Sandra Douglas seconded the motion and it passed unanimously.

VI. Public Comments

Jim Fenton asked Shoun Reese if the replacement buses will be thirty-five foot or forty foot. Ms. Reese explained that the grant is for replacement buses, which means thirty-five foot buses must be replaced with thirty-five foot buses.

VII. Adjournment

Leslie McCarthy made a motion to adjourn the meeting. Sandra Douglas seconded it and the motion unanimously carried. The meeting was closed at 5:30 PM.

Leslie McCarthy, Secretary

Approved:

Brian Brewer, Chairperson