

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
Jerry Doss	Trustee
Wynne Coplea	Trustee
Frank Squires	Managing Director
Shoun Reese	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
Brenda Minder	Staff Accountant
Steve Schoeffel	Service Planning & Marketing Specialist

Absent:

Pete Roberts	ADA Advisory Committee
Karen Hasara	Treasurer

II. APPROVAL OF MINUTES

Brian Brewer asked if there were any questions or comments regarding the minutes of December 17, 2018. There were no comments or questions. Sandra Douglas made a motion to approve the minutes of the December 17, 2018 meeting, seconded by Sue Davsko and the motion unanimously passed.

III. DIRECTOR REPORTS

Frank Squires, Managing Director, referenced the pictures given to the trustees from the ribbon cutting of the new transfer center and Brian Brewer commended the team for hard work and the successful opening of the new transfer center.

Diane Townsend, Director of Finance and Administration, passed and stated that she would be covering her material later in the agenda.

Melissa Ashford, Director of Operations, stated that she had some rough estimates on the ridership for the new routes for the first few weeks with new software and stated that ridership was comparable to last January even in consideration of the snow and ice.

Melissa continued that they are continuing to evaluate the routes and getting recommendations from the road supervisors and adjusting routes for improvements and

that they will keep watching and making adjustments to routes and times. Melissa continued that changes will be taken into consideration keeping in mind the weather.

IV. REPORTS

A. Board Committee Reports: Finance-Operations-Administration

Finance: Brian asked if there were any questions or comments about the November and December financial statements and cash disbursements. Wynne Coplea made a motion to approve and it was seconded by Leslie McCarthy. The approval was passed unanimously. Jerry Doss asked Diane Townsend to comment on the Investment reports. Diane stated that the investment the Illinois fund is earning 2.32%. December interest income was \$11,486.00, which was a local match for the downstate operating grant. On the budget analysis, SMTD is over budget on investment income and interest rates are coming up.

Operations: Aaron Beck stated that the Maintenance Department had been busy with the snow and needed additional equipment to remove snow at the new transfer center. Snow plow and wrecks have taken a toll on new bus signs. Aaron recognized two employees for their service; Mark Breidenbaugh, for 3 years of no days missed or accidents, and David Meyer for 4 years with no days missed or accidents. Aaron stated that this is really good because of the nature of their work.

Administration: No report given.

B. Planning Commission Report: Jason Sass stated that they are focusing on areas to improve safety performance and will be sharing information in the future with Sangamon Mass Transit District to improve safety.

C. Disabled Persons Advisory Committee Report: Jason Sass did not have anything to report on behalf of Pete Roberts.

V. NEW BUSINESS

A. Budget Revision for FY19 State Operating Grant: Diane Townsend stated that there are several line items that are projected to go over budget, advertising and phone service. New routes have resulted in extensive advertising, and phone expense has increased for service plans for the tablets placed on buses for the IT technology. Diane stated that increases are expected for payroll, fuel, and bus parts with the increase in mileage and overtime for new routes. The debt service line item for buses is not expected to be used during FY19 since the District was awarded a competitive federal grant for new buses. The line item is being re-allocated to cover the expected increases. In addition to amending the State Grant, the Budget Ordinance will be amended and placed on file at the February Board meeting. A public meeting will be held, and formal

adoption of the amended Budget Ordinance will be at the April Board meeting. No questions or comments were given and Sue Davsko made a motion to approve the budget revision, seconded by Wynne Coplea. The motion passed unanimously.

- B.** Approval of a 20 year annual required contribution for Retiree Health Insurance: Diane Townsend asked that the board approve a 20 year payment schedule from a 30 year payment schedule since Downstate Operating Assistance is 65% of the annual required contributions. (See attached Example B). The amount used for the FY18 audit was based on a 30 year contribution schedule, since the 20 year contribution amount was not done until January. The Board had approved a 20 year annual required contribution back in FY13. Diane requested Board approval for an additional payment of \$128,195 in FY19 to update the annual required contribution for FY18 to the 20 year annual required contribution amount. The motion was made to approve the request by Jerry Doss and the motion was seconded by Sue Davsko. This motion passed unanimously.
- C.** Distribution of the FY18 Audit Report and Management letter: Diane Townsend stated that she provided a copy of the audit report to the board in their packets. Diane also provided a worksheet to illustrate the amount of local match available for federal competitive grants, the state operating assistance grant, and other items requiring local match to calculate the available unrestricted reserves. The worksheet adjusts the unrestricted reserves for long term liabilities for other post-employment benefits, pension deferred inflows/outflows, inventory and prepaid expenses. (See attached Example A). Wynne Coplea made a motion to accept the Baker Tilley audit report and the motion was seconded by Leslie McCarthy. The motion was passed unanimously.

VI. PUBLIC COMMENTS

Joseph Coplen, Mass Transit Passenger, commented that the changes to the routes are the worst public change that he has ever seen in his life. The communication from the institution is horrible and he is unable to get through on the phone system for updates. Mr. Coplen said that it takes him an additional two hours to get home in the evening and he has to walk across a busy street with his child and wait for thirty minutes for a bus to get him to school. Joseph stated that MacArthur does not have enough stops and the new routes are causing him to reevaluate if he is going to continue riding the bus. Joseph suggested that SMTD take phone calls and call people back to find out what the problems are. There are people who need the bus system. Brian Brewer stated that he would look into the lack of telephone accessibility.

Rowena Newman from Chatham stated that she had attended a previous meeting in October 2018 and her concerns had been addressed, but she has additional concerns. Rowena agreed with Joseph and said that people are livid and cannot attend the meeting

to speak about it. The buses are running as scheduled but the routes are impossible. People are irate and she has also called in and was told to be patient when she just wanted to know if the bus was coming. The individual said that she would not call the bus operator to find out. Rowena said that some people are worn out and have to get on three buses to get to work. Rowena stated that she was late getting picked up on Second Street and there is an additional loop that takes too much time. The operator stated that they could not make the times expected. One day, she had to walk down unplowed streets because the bus pulled off before she could get there from work and had to wait an extra hour. Rowena asked why someone was not listening to the riders and the drivers to see what they are saying. Rowena gave another example of a passenger waiting an extra hour and could not get home to his kids. Rowena wants people on the buses to see this. Rowena said that the small buses are still missing signs that say the town they are going to. Walgreens in Chatham does not have any bus passes still. She continued that the bus drivers cannot use the bathroom because the time is too tight to stop.

Maricela Arce from Springfield, working at UIS, agreed with the previous concerns raised. She wanted to advocate on behalf of the bus drivers because they do not know where to stop to use the restroom. Maricela has heard the drivers state that the routes are too long and they are not all familiar with them. Some were discussing areas that they cannot turn. In the morning, she had to take an Uber because she could not figure out the routes. She used to think the buses were amazing and with the new implementation, she could not get to UIS and had to take a Lyft to UIS. She now has to leave an hour earlier to get to work. She has to walk across from Casey's to Junction Circle and has seen people with canes and it was icy and is very dangerous. When she finally got on the right bus, she has to be at the bus at 5:05PM when she only gets off work at 5PM. She also has a concern for her own safety and others having to walk further.

Joseph Coplen gave an example of how it takes far too long to get across town and that he could walk faster than the bus takes to get him places.

Rowena continued that many people have to go around a loop to get back to wear they need to go and Maricela agreed. Frank Squires responded that they are working on some of these concerns.

Ron Walker stated that he has addressed a lot of the issues and that the rollout has been terrible and on the fourth week, things are still messed up. Ron stated that as a seasoned rider he is even having trouble and he has seen many people really having trouble understanding. Ron stated that the supervisors have really been trying to help people. Ron stated that the city really needs to work together with SMTD to get the snow plowed timely. Ron stated that the lack of communication is still an issue. Ron continued that the routes end too early.

Stephen Black from Friends of Transit stated that people are upset about times and that people cannot get through on the phones. The transfers are hard for people in wheelchairs. Stephen went to assist when the new routes began and people were confused

and some can no longer get around. Stephen continued that this impacted people more than anyone expected. Stephen said that he would continue to monitor the "Friends of Transit" Facebook page to gain additional feedback. Stephen said that he appreciated the board listening to his comments.

VII. CLOSED MEETING

Sandra Douglas then made a motion to close the open meeting and open a closed meeting at 5:33PM 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)); and Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Pursuant to the Open Meetings Act (5 ILCS 120/2(c)(11)), seconded by Leslie McCarthy. The motion unanimously passed.

The Open meeting reopened at 6:11 P.M.

VII. ADJOURNMENT

Seeing no further business to come before the Board, Sue Davsko made a motion to adjourn the meeting to go into a closed meeting. The motion was seconded by Leslie McCarthy. Brian closed the meeting at 6:12 P.M.

Approved:

Leslie McCarthy, Secretary

Brian Brewer, Chairperson