

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 4:32 PM by Brian Brewer, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Karen Hasara	Treasurer
Leslie McCarthy	Secretary
Wynne Coplea	Trustee
Jerry Doss	Trustee
Sandra Douglas	Trustee
Frank Squires	Managing Director
Shoun Reese	Grants & Procurements Manager
Aaron Beck	Superintendent of Maintenance
Steve Schoeffel	Service Planning & Marketing Specialist
Christie Davis	Human Resources Officer
Ed Gower	Counsel
Melissa Ashford	Superintendent of transportation
Jason Sass	Associate Planner, SSCRPC
Diane Townsend	Director of Finance and Administration
Pete Roberts	ADA Advisory Committee

Absent:

Aaron Beck	Superintendent of Maintenance
Susan Davsko	Vice-Chairperson

II. APPROVAL OF MINUTES

There were no comments or questions. Jerry Doss made a motion to approve the minutes of the June 25, 2018 meeting, seconded by Sandra Douglas. The motion unanimously passed.

III. DIRECTOR REPORTS

Frank stated the East lot is now striped and ready for electrical work. Frank said He and Steve Schoeffel will be available to talk to the ward Aldermen about the transfer center.

IV. REPORTS

A. Approval of June Cash Disbursements

There were no comments or questions. Karen Hasara made a motion to approve the June Cash Disbursements, seconded by Leslie McCarthy. The motion passed unanimously.

B. Board Committee Reports: Finance-Operations-Administration

Finance: Diane stated over the last 3 months SMTD had significant checks going out and a lot of money coming in. There have been \$7.5 million in vehicles that have been managed through grants, cash management and accounts payable. She said SMTD received the last of the Downstate Transportation Funds in July worth \$4.1 million.

Operations: Melissa stated the ridership reports for mainline show discrepancies. She stated ridership will be down closer to 6% rather than 14% like previously projected. Frank stated maintenance parking on the south lot. He stated preventative maintenance is going well. Frank stated 16 old buses will be out for bid this week and SMTD will keep one for parts. He said there has been a C technician position posted.

Administration: Karen Hasara stated the board will be voting on the new wage schedule that was discussed last month.

C. Planning Commission Report: Jason Sass stated he has all the projects in on the Transportation Improvement Program, He said they are looking for an August draft date, September approval and October implementation.

D. Disabled Persons Advisory Committee Report: Pete stated the Disabled persons Advisory Committee met last Thursday July 19, 2018. Pete asked for the board to approve Sandra Mosley to join the committee.

Wynne coplea made a motion to approve Sandra Mosley to join the Disabled Persons advisory Committee, seconded by Sandra Douglas. The motion passes unanimously.

V. NEW BUSINESS

a. Award of construction contract for Junction Circle

b.

Shoun stated the construction contract for Junction Circle is tabled.

c. Award of construction contract for 1000 E Washington Street.

d.

Shoun stated that the bids are due between current and next board meeting. She asked for Frank to be given signing authority to enter into a contract subject to the price being within the cost estimate established. She stated the cost should be minimal to change the building from a doctors office look to a breakroom look.

Karen Hasara made a motion to give Executive Director authority to Award construction contract for 1000 E Washington Street if not over 5% of estimate, seconded by Leslie Mccarthy. Jerry Doss voted present.

- e. Award of agreement with Heart technology.
- f.
- g. Shoun stated SMTD recently remodeled Access and fixed route dispatch, which included adding work stations and ports. She stated SMTD also need backup for when IT is out of the office. Shoun is asking to approve a contract with Heart technology not to exceed \$102,660 for one year. She stated SMTD has a contract with Novonis and the technician that knew SMTD left them and went to work for Heart Technology. Shoun stated since then Novonis has not been as responsive to SMTDs needs. She said this was a solution to resolve immediate needs, and the cost compared to service required is close.

Jerry Doss made a motion to Award of agreement with Heart technology not to exceed \$102,660, seconded by Sandra Douglas. Brian Brewer asked for a roll call Racheal Harris did the roll call. The motion unanimously passed.

- h. Administration Wage Schedule

i.

Frank stated the wage schedule was discussed last meeting and has not changed.

Karen Hasara made a motion to approve the Administration Wage Schedule, seconded by Wynne Coplea. The motion unanimously passed.

- j. Approve Diane Townsend as IMRF Authorized agent.

Diane Townsend stated this approving Diane Townsend as IMRF authorized agent was tabled.

- k. Approve Diane Townsend as DBE Liaison Officer.

Diane Townsend stated Approving Diane Townsend as Liaison Officer was tabled.

VI. PUBLIC COMMENTS

Ron stated he went by the transfer center and is happy it will be wide enough. He stated it seems shuttle ridership has picked up. Ron stated there are route changes, as a result of street closures, that should be publicized. Ron thinks board packets should be put on the public website.

VII. CLOSED MEETING

Sandra Douglas then made a motion to close the open meeting and open a closed meeting at 4:59 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)); 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.

- a. Closed meeting minutes of the June 25, 2018 closed meeting.
- b. Personnel Matters.
- c. SEIU Contract.

Open Meeting reopened at 5:36 PM.

VIII. ADDITIONAL NEW BUSINES

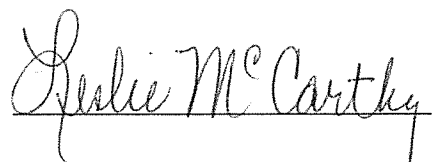
- a. Approval of the Minutes of the June 25, 2018 Closed Meeting

Sandra Douglas made a motion to approve the June 25, 2018 closed minutes, seconded by Jerry Doss. The motion passed unanimously.

- b. Personnel Matters
- c. SEIU contract
- d. Brian Brewer stated the SEIU contract was tabled.

IX. ADJOURNMENT

Seeing no further business to come before the Board, Wynne Coplea made a motion to adjourn the meeting. Sandra Douglas seconded the motion and the meeting was adjourned at 5:37 PM.



Leslie McCarthy, Secretary

Approved:

A handwritten signature in cursive script, appearing to read "Brian Brewer", written over a horizontal line.

Brian Brewer, Chairperson