

**Springfield Mass Transit District**

The Board of Trustees of the Springfield Mass Transit District met virtually 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 4:35 PM by Brian Brewer, Chairperson.

**I. Roll Call**

**Present:**

Brian Brewer  
Susan Davsko  
Karen Hasara  
Leslie McCarthy  
Wynne Coplea  
Sandra Douglas  
Jerry Doss  
Steve Schoeffel  
Melissa Ashford  
Stephanie Malcom  
Erik Bush  
Russell Reed  
Jason Saas

Chairperson  
Vice-Chairperson  
Treasurer  
Secretary  
Trustee  
Trustee  
Trustee (arrived at 4:43 PM)  
Managing Director  
Director of Operations  
Grants & Procurement Manager  
Director of Finance and Administration  
Corporation Counsel  
Springfield Area Plan Commission

Absent  
Pete Roberts

Disabled Person Advisory Committee

**II. Approval of Minutes**

Trustee McCarthy made a motion to approve the minutes of the October 26, 2020 regular meeting, seconded by Trustee Hasara. The motion carried unanimously.

**III. Managing Director's Report**

Managing Director Schoeffel talked on the resumed weekly Directors meeting, as well as the leadership meetings taking place with SMTD staff. Also, Director Schoeffel spoke on the continued vaccine roll out for the Sangamon County area. Finally, Schoeffel mentioned the SMTD lobby is now re-opened to customers. Schoeffel explained that reopening the lobby is for the expected return of fares for bus rides. Also, he touched on the beginning stages of the budget process. Trustee Hasara commented she enjoyed the advertisements being put out on the local media stations of SMTD employees.

**IV. Reports**

**A. Approval of December Cash Disbursements**

Director Bush explained expenses presented for approval this month are normal and customary. Trustee McCarthy made a motion seconded by Trustee Douglas to approve the December Cash report. The motion passed unanimously.

**B. Board Committee Reports: Finance-Operations-Administration**

**Finance:**

Director Bush provided a summary of November report.

**Operations:**

Director Ashford provided the board with a summary of ridership increases and decreases in both mainline and paratransit over the last few months. Director Ashford commented on

the slight increase due to school trippers. With the vaccine now available, staff is hopeful to see ridership increase and stabilize.

**Administration:** No report.

**C. Planning Commission Report**

Jason Sass stated he was working from home, but someone always in the office to take calls. The Planning Commission is in the process of building a computer application that will link both the bicycle routes around the Springfield area will mesh in with the bus transit networks.

**D. Disabled Persons Advisory Committee Report/Access Springfield:** No report.

**V. New Business**

**a. Consider CRRSAA Federal Section 5307 Authorizing Resolution**

Stephanie Malcom explained the allocations approved by the Federal Government to assist local transit agencies, which has been approved by the FTA. Malcom explained it is staff recommended to approve this authorizing resolution as it will have a positive financial impact for SMTD.

Trustee Douglas motioned, seconded by Trustee Coplea to accept staffs recommendation and adopt the CRRSAA 5307 Authorizing Resolution. The motion passed unanimously.

**b. Consider FY22 Federal Section 5307 Authorizing Resolution**

Stephanie Malcom expressed this was the normal fiscal year Federal Section 5307 authorizing resolution. There was an increase in the allocation to be received by SMTD, this is tied to an increase in the route miles covered by new routes.

Trustee Davsko motioned, seconded by Trustee McCarthy to accept staffs recommendation and adopt the Fiscal Year 2022 5307 Authorizing Resolution. The motion passed unanimously.

**VI. Public Comments**

Jane Ford asked about closure of 5<sup>th</sup> Street. Managing Director Schoeffel explained the information went out earlier Monday afternoon, and the effect would only be to Route 12.

**VII. Closed Session**

Trustee Hasara made a motion, seconded by Trustee Coplea, to close a regular meeting and open a closed meeting for the purposes of personnel as provided in 5 ILCS 120/2(c). The motion passed unanimously and the board closed the open session at 5:03 pm.

Trustee Coplea motioned, seconded by Trustee McCarthy, to close a closed meeting and re-open the regular meeting at 5:18 pm. The motion passed unanimously.

**VIII. Additional New Business**

Trustee Hasara motioned, seconded by Trustee Doss to accept an employment agreement with Steve Schoeffel subject to attorney review and Managing Director concurrence. The contract begins on January 1, 2021 and is an 18 month agreement. The motion passed unanimously.

January 25, 2021  
4:30 PM  
**Monday**

Page 3 of 3

**IX. Adjournment**

Seeing no further business to come before the Board, President Brian Brewer looked for a motion to adjourn the meeting. Trustee McCarthy made a motion to adjourn the open meeting and the motion was seconded by Trustee Douglas. The motion passed unanimously and President Brewer closed the meeting at 5:23 PM.

  
Leslie McCarthy, Secretary

Approved:

  
Brian Brewer, Chairperson