The Board of Trustees of the Sangamon Mass Transit District met in a regular session on June 23, 2025, in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting called to order at 4:31 PM by Brian Brewer, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Karen Hasara	Treasurer
Jerry Doss	Trustee
Sandra Douglas	Trustee
Leslie McCarthy	Secretary
Charlie Stratton	Trustee

Absent:

Sue Davsko	Vice Chairperson

II. APPROVAL OF MINUTES

Trustee Hasara made a motion to approve the minutes of May 19, 2025, regular meeting of the Board of Trustees, and Trustee McCarthy seconded. The motion passed unanimously.

III. DIRECTORS REPORTS

Managing Director Steve Schoeffel explained that the transfer center opening event has been put on hold until the second floor is completed, but tours for the board members can be scheduled. SMTD completed a “pretty close” to perfect review with FTA and a total of two findings. Steve attended a meeting with the acting director of IDOT and IDOT plans to hire additional staff with a more streamlined process.

Director of Finance and Administration, Michelle Alexander, shared that the end of the fiscal year is approaching, and the finance department is working to close out the fiscal year and begin the audit season. Michelle is working with the FTA to complete a budget amendment to IL-2024-002. Hadley submitted a grant application for shovel ready projects to IDOT. The Website Redesign RFP was published.

Director of Operations Melissa Ashford shared that SMTD released four new paratransit vehicles for revenue service, while also receiving new road supervisor vehicles. Spencer Sidwell, Maintenance Superintendent, has returned from medical leave, and maintenance has hired a few new staff members. NTD season is coming in the Fall.

IV. REPORTS

A. Approval of April 2025 Financial Statements and Cash Disbursements

Trustee McCarthy made a motion to approve the April 2025 Financial Statements and Accounts Payable Disbursements, seconded by Trustee Doss and the motion passed unanimously.

B. Board Committee Reports

Finance: Remote meeting this past month to discuss staffing compensation, proposed budget, and health insurance.

Operations: No report.

Administration: In person meeting to discuss what will be shared in tonight's agenda.

IT Steering: In person meeting with County IT to discuss cybersecurity and other IT related needs.

Planning Commission Report: Jason Sass reported they continue to work on transportation improvement program (TIP), department surveys, and on street parking. The Connect Active Transportation draft has been submitted for an upcoming public review session. They are also working on the west loop/south growth project with CMT and Hanson to update an older plan. They are also working on Sangamon County Safety Action Plan to apply for safe street funding.

Chairperson Brewer asked if there is any catalyst to using the old west loop/south study. Jasson shared CMT and Hanson both have institutional knowledge that the Planning Commission will try to leverage.

SMTD ADA Advisory Committee Report: No report. The next meeting is scheduled for July 2025.

V. NEW BUSINESS:

A. Consider Proposed Commercial Insurance Renewals

Director Alexander presented the materials in lieu of Tom Kavanaugh's absence. SMTD contracts with Gallagher Insurance to bid on SMTD's behalf for property and liability insurance. The primary catalyst for the rate increase is SMTD's workers compensation. SMTD is satisfied with using IPRF for workers comp. Gallagher continues to note that SMTD is "best in class" and responsive to any requests to improve. Steve added that there is an increase in property premiums, as SMTD added more property and vehicles. Steve shared that, per Tom, national markets do effect rates for SMTD. SMTD made a few changes for the public officials quote and opted for the less expensive option.

Chairmen Brewer made comments about historical markets and rates for commercial insurance and noted that SMTD follows many best practices for the transit industry.

Trustee McCarthy made a motion to execute all necessary policy riders and contractual documents to effect insurance coverage for FY26, and Trustee Douglas Seconded the motion and it passed unanimously.

B. Proposed FY26 Corporate Operating and Capital Budget

Assistant Director of Finance, Tim Wenthe, presented the proposed budget and shared that SMTD hosted a public meeting, as required. The FY26 proposed budget represents $26,773,100 in Operating Expenses and $3,961,000 in Capital Expenses. Tim explained various factors that apply to the proposed budget, including ATU negotiations, new positions, group insurance, and fuel costs. Additional facilities of the transfer center and autobody have also affected the proposed budget.

Trustee Douglas made a motion to approve the Fiscal Year 2026 Proposed Budget. Trustee Doss seconded the motion. The motion passed unanimously.

C. Authorize Purchase of CAD/AVL Hardware from Clever Devices

Grants and Procurement Manager, Hadley Markiewicz, presented that Clever is the CAD/AVL vendor, and the IVN4 will no longer be supported by Dec 31, 2025, and they will need to be replaced. This is a sole source project, due to the investment of equipment and knowledge that SMTD has with Clever. This project will also require State Concurrence, which has not been received yet, and will be needed before the award.

Trustee Douglas commented that there seems to be a constant new generation in the world of technology. Steve commented that SMTD sees this in many areas, such as computer software.

Trustee Doss made a motion to authorize the purchase of CAD/AVL Hardware from Clever Devices and Trustee McCarthy seconded.

D. Authorize Resolution for 5339(b) Grant Application

Grants and Procurement Manager, Hadley Markiewicz, presented that last year SMTD applied for the low and no emissions program and SMTD was awarded $19M. This year, SMTD is applying for funding to renovate the CNG station, including fuel lines, resurfacing, and installation of canopies for total project cost just over $6M, with local match provided by TDCs. Application is due July 14th.

Chairman Brewer asked if the likelihood of receiving local match through TDCs. Director Alexander noted that it is likely.

Trustee Hasara made a motion to approve an Authorizing Resolution for Federal Fiscal Year 2025 5339 Competitive Funding Opportunity. Trustee Douglas seconded, and the motion passed unanimously. A Roll Call vote was passed unanimously.

E. Consider Renewal of Third-Party Claims Management Agreement

Grants and Procurement Manager Hadley Markiewicz presented PMA handles auto claims, including reporting, investigating, and handling claims. This proposal represents the first of the two optional extension years in the contract between. SMTD and PMA. Operations and Finance both report a positive experience working with PMA.

Trustee McCarthy made a motion to approve a one-year agreement with PMA Management Corporation for $25,550. Trustee Stratton seconded the motion. The motion passed unanimously.

F. Consider Renewal of Audit Services Agreement
Grants and Procurement Manager Hadley Markiewicz presented that Sikich was awarded an original contract in 2020. SMTD is requesting to award an additional contract through FY2029.

Trustee Hasara made a motion to approve the Audit Services Agreement with Sikich for FY 2025-2029. Trustee McCarthy seconded the motion. The motion passed unanimously.

VI. PUBLIC COMMENT
NONE.

VII. ADJOURNMENT TO CLOSED MEETING
Seeing no further business coming before the Board, Trustee Douglas made a motion to close the open meeting and open a closed meeting for the purpose of discussing 5 ILCS 120/2(c)(1) Personnel Matters; (2) Collective negotiating matters; (5) The purchase of real property; (11) Litigation; and (21) Discussion of minutes of meetings lawfully closed on this Act, seconded by Trustee McCarthy. The open meeting closed at 5:04 PM. The open meeting was reopened at 5:42. Roll call for the reopened meeting included:

VIII. ROLL CALL FOR REOPENED MEETING
Present:

Brian Brewer	Chairperson
Karen Hasara	Treasurer
Sandra Douglas	Trustee
Leslie McCarthy	Secretary
Charlie Stratton	Trustee

Absent:

Sue Davsko	Vice Chairperson
Jerry Doss	Trustee

VIV. ADJOURNMENT FROM OPEN MEETING
The open meeting was reopened at 5:42 PM. Trustee McCarthy made a motion to adjourn the meeting, seconded by Trustee Douglas, and the meeting adjourned at 5:47 PM.

Approved:

Brian Brewer, Chairperson

Leslie McCarthy, Secretary