The Board of Trustees of the Sangamon Mass Transit District met in a regular session on June 24, 2024, in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting called to order at 4:30 PM by Sue Davsko, Vice Chairperson.

I. ROLL CALL

Present:

Leslie McCarthy	Board Secretary
Wynne Coplea	Trustee
Sandra Douglas	Trustee
Sue Davsko	Vice Chairperson
Karen Hasara	Treasurer

Absent:

Brian Brewer	Chairperson
Jerry Doss	Trustee

II. APPROVAL OF MINUTES

Trustee Douglas made a motion to approve the minutes of the May 20, 2024, regular meeting of the Board of Trustees, seconded by Trustee Coplea. The motion passed unanimously.

III. DIRECTORS REPORTS

Managing Director Steve Schoeffel updated the trustees on operational progress of the transfer center. He noted updates of electrical components for the transfer center are underway. The Paint and Body shop progress moving forward with additions of solar panels completed over the last few weeks, and landscaping and fire alarms yet to be completed. SMTD is beginning to get acclimated with the new hybrid buses as they will be in operation very soon. Tony in Marketing has been out at many community events over the last few weeks and has expanded our visual presence in the community, which has been valuable to the organization.

Director of Finance and Administration Michelle Alexander shared that the finance department has been preparing to close out FY2024 and the team has worked extremely hard to wrap up that budget as well as prepare for FY2025. Also, SMTD with the help of county IT has completed updates of the entire SMTD phone system successfully. The Finance team has also been busy receiving proposals and scheduling interviews with vendors for onboard video surveillance projects for the buses and will have more to come on that in August.

Director of Operations Melissa Ashford advised operations is in the middle of a busy summer getting ready for school district re-involvement and state fair shuttle ready for August. Operations has also been actively involved with the onboard video surveillance systems and the process of selecting a vendor. Ridership is still increasing and continues to increase after the COVID19 pandemic.

IV. REPORTS

A. Approval of April 2024 Financial Statements and Cash Disbursements
Trustee McCarthy made a motion to approve the April Financial Statements and Accounts Payable Disbursements, seconded by Trustee Coplea the motion passed unanimously.

B. Board Committee Reports:

Finance: No report.

Operations: No Report

Administration: No Report

IT Steering: No Report

C. Planning Commission Report: Transportation Improvement Program and Title VI program out for review and the committee moves forward with long term planning. They met with Crawford, Murphy, and Tilly, to create goals for the future planning.

D. SMTD ADA Advisory Committee Report: No report

V. NEW BUSINESS:

A. Consider Proposed Commercial Renewals of all Property and Liability Coverages
Tom Kavanaugh of Gallagher Insurance, our broker for property and liability insurance, made a presentation.

Trustee Douglas made a motion to approve the commercial renewals of property and liability coverages, seconded by Trustee Hasara.

The motion passed unanimously.

B. Consider Third Party Administrator Agreement with Troxell, Inc
Director of Finance, Michelle Alexander, presented the extension to the current contract with Troxell, Inc.

Trustee Coplea made a motion to accept the contract extension, seconded by Trustee McCarthy.

The motion passed unanimously.

C. Consider FY 2024-2027 ATU Collective Bargaining Agreement
Director of Operations Melissa Ashford presented the changes to the ATU Collective Bargaining Agreement for FY2024-2027.

Trustee McCarthy made a motion to approve the Agreement, seconded by Trustee Douglas

The motion passed unanimously.

D. Consider FY2025 Proposed Budget
Director of Finance Michelle Alexander and Vice Director of Finance Tim Wenthe presented the Proposed Budget that was placed on file last month.

Trustee Coplea made a motion to approve the FY2025 proposed budget and it was seconded by Trustee McCarthy

The motion passed unanimously on a roll call vote.

E. Consider One Year renewal of Third-Party Claims Management Agreement
Hadley Markiewicz presented the proposed contract with PMA expiring on July 13th and presented a new 1-year contract with 2 optional 1-year contract extensions.

Trustee Hasara made a motion to approve the contract and Trustee Douglas seconded the motion.

The motion passed unanimously.

F. Consider Declaring Certain Equipment Surplus
Director of Finance Michelle Alexander presented that 8 diesel buses will be cycled out as the new 8 Hybrid buses will replace the 8 buses that are retiring. The old buses will be sent to auction.

Trustee McCarthy made a motion to approve the Equipment Surplus and Trustee Coplea seconded the motion.

The motion passed unanimously.

VI. PUBLIC COMMENT
No Comment

VII. CLOSED SESSION
Trustee Douglas made a motion to close this open meeting and open a closed meeting for the purpose of discussing:

(2) Pending Litigation
(1) Compensation of certain personnel

Seconded by Trustee McCarthy. The motion passed unanimously.

Vice Chair Davsko closed the open meeting at 5:02 PM and opened the closed meeting at 5:02 PM.

VIII. ADDITIONAL NEW BUSINESS

Vice Chair Davsko re-opened a regular session on June 22, 2024, at 5:13 PM

A. Approval of 4% salary increase to Managing Director Steve Schoeffel to be effective 7/1/2024. Trustee Hasara made the motion to approve, seconded by Trustee Copleal The motion passed unanimously.

Trustee Coplea addressed the board, indicating this would be her last meeting and stating she has enjoyed working with and getting to know the members of the board and looks forward to her next chapter working on a national recycling project.

IX. ADJOURNMENT

Seeing no further business to come before the Board, Trustee Coplea made a motion to adjourn the meeting, seconded by Trustee Davsko. The meeting adjourned at 5:18 PM.

Approved:

Brian Brewer, Chairperson

Leslie McCarthy, Secretary