

GREATER PEORIA MASS TRANSIT DISTRICT

MINUTES OF MEETING

DATE: February 8, 2010

PLACE: Greater Peoria Mass Transit District Offices

TRUSTEES PRESENT:

Don Shay – Chair
James Polk – Vice Chair – via teleconference
Sharon McBride – Treasurer
Arthur Bell - Secretary
Maxine Wortham – Trustee

OTHERS PRESENT:

William Wombacher	Legal Counsel
Tom Lucek	First Transit
Rick Tieken	First Transit
Shewan Harris	First Transit
John Woodford	First Transit
John Stokowski	CityLink
Christine Feng	CityLink
John L Anderson	CityLink
Karl Stone	CityLink
Alice Nobles, Arn	CityLink
Sheila Saletzki	CityLink
Gary Howell	CityLink
Sammie Hoskins	CityLink
Lonnie Seidel	CityLink
Connie Sehieie	Paratransit Rider
Deborah Seidel	
Orville Skinner	Citylink
Vincent Caldara	MV Transportation
Mark Nash	MV Transportation
Ron Cox	ATU 416
Roger Sparks	
David Simonsen	Citylink

The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on February 8, 2010 at 5:30 PM.

1. **Roll Call** was taken by General Manager, Tom Lucek, and he reported that all were present; except for James Polk who was participating via teleconference due to being in Washington, DC. A motion was made, seconded and passed to allow Mr Polk to vote via teleconference.

2. **Pledge of Allegiance:** Assistant General Manager of Operations, Shewan Harris, led the Pledge of Allegiance.

3. **Receipt and Reading of Minutes:** A correction to the January 11, 2010 was made. Under Public Comment, it was noted Kathleen Howard spoke, but her name is Kathleen Hilliard. A motion was made by Trustee Art Bell to approve the Board Minutes from January 11, 2010 and seconded by Trustee Sharon McBride. **Motion Passed.**

4. **Receipt and Reading of Communication:** None

5. **Report of Officers:** Don Shay stated a Power Point Presentation was made on 1/19/10 to the Peoria Heights City Council. He thanked Gary Howell and John Stokowski for putting it together. Ron Cox and his wife showed up for moral support and Don stated that this was the best Power Point Peoria Heights has ever seen.

6. **Report of Standing Committees:** None

7. **Report of General Manager:**

Program Development

- Attended a series of meeting with School District 150 representatives and the City of Peoria regarding transportations issues that Central High School will face next fall with the influx of students when Woodruff High School closes. GPMTD has been ask to move two bus stops and place two shelter along North Street at the new stops.
- A Routes and Schedules Meeting was held on January 27, 2010. Items discussed included: route & schedule issues, service in Pekin and upcoming JARC grants.
- John Stokowski met with Pekin's Mayors Advisory Committee on Transit. Issues discussed included separate ADA demand response service, extended hours until 5:40pm funded through a JARC grant and changes to current routes.
- Developed a presentation for the Board Chairman and General Manager that was presented to the Peoria Heights Village Board.
- Assisted in the coordination and development of a lease agreement with the Rockford Mass Transit District for two transit coaches initially and two additional buses for \$1.00 annually. The term of the lease is for two years.

Finance

- W-2 and 1099 have been sent to all employees and recipients in January. Additionally, Informational Earning and benefit statements of Calendar year 2009 have been sent to active Citylink employees on January 29,2010
- GPMTD has received the first and 2nd Quarter Funding Assistance of \$7,263,799.40 from IDOT in January 2010. We also sent the 3rd Quarter Fund assistance request to IDOT in January

Special Services

- John S., John W., Joe A., and I attended the HSTP meeting to discuss new programs to be funded under New Freedom and JARC grants.
- Jodi Alwan of Advocates and I held a meeting with Community social workers, to provide them with information on travel training and street crossing training for those individuals affected by routes not entering Northwoods Mall.
- Served as a panel member at Neighborhood house for the “Census Complete Count Committee”.
- John S. and I attended a meeting with Pekin’s transportation committee to discuss future transportation plans.

Marketing

- The coat Give-a-way at the Transit Center Jan. 16, 2010, 1-3 p.m. in conjunction with *All About My Father’s Business* was a big success. Over 100 new coats were given away plus scarves, hats and gloves.
- Monthly News Brief written and delivered.
- Jan. 23 & 24, 2010 was GreenFest at Northwoods Mall. Jennifer Fredericksen and Eddy Smith represented CityLink at a table. Hundreds of recycled pens were given away. Calendars and other CityLink information were distributed.
- The 40th anniversary planning continues. The committee members are excited to promote CityLink in this way.

Union issues

- We still have 2 unfair labor practice complaints filed against us; but, no hearing has yet been scheduled.
- Arbitration has been requested for the termination of a Maintenance employee who lost his CDL; but, no arbitrator has yet been selected.
- The next L/M meeting will be held on Tuesday February 23rd with me as Chair.
- Several letters have been exchanged; however, no meeting has yet taken place regarding our Past Practices.

Maintenance

- A diesel fired furnace in the north garage has been having problems, causing the mechanics to work in a cold environment. The furnace was repaired and then failed again. A new circuit board has been installed and it is operational.
- Received two quotes to repair the lighted signs at the TC. Four local union shops were contacted.
 - Koener Electric, union shop, not interested referred Schwartz Electric
 - Oberlander Electric, union shop, not interested referred Schwartz Electric
 - Hardin Signs, union shop, recommends replacing the lighting with LED’s for \$12,964.00
 - Schwartz Electric, union shop, quoted \$1005.00 to remove covers and provide a repair quote. Estimated repairs could be completed for an additional \$500.00 but would not know for sure until they pull the covers and diagnose the problems.
- Two trips were made to the Turtle Top factory by staff. On the first trip, John Anderson, Steve Risch, and Vincent Caldera from MV Transportation. On the second trip, Karl Stone and Orville Skinner. Much was learned about the vans and the entire assembly process. At the time of the visits, GPMTD vans were in every stage of assembly from a bare shell to a completed unit. Everyone was very impressed with the vans and feels they will be a great asset to the community and fill their needs very well. All GPMTD staff

- came home with many good comments about the quality of the vans, the assembly process and the staff in the factory.
- The first two new para-transit vans were delivered from Turtle Top to the dealer on 01/28/10 for rear A/C install. Southern Bus should start receiving the vans at a rate of about four (4) a week.
 - On 01/29/10 we started a lease of a para-transit van to insure we can provide service to the public for the para-transit vans.
 - Rick Tieken visited the dealer on 01/29/10 to complete an inspection/approval of the rear air conditioner installation. All subsequent units will be completed in the same manner as the first.
 - Started to prepare an RFP for a new bus wash system.
 - Started to prepare an RFP for lubricants and infrastructure
 - Two new utility workers were hired. One retired and one was promoted.

First Transit

- John Woodford is present at the meeting and First Transit has reorganized. First Student and First Transit combined their labor department that reports to First Group America now.

GM Activities

- Attended APTA CEO Conference
- Went with William Wombacher to the IPTRMA board meeting in Champaign. Mesirov is working on renewals for us. GPMTD will host next board meeting on March 9, 2010.
- William Wombacher & I went to the IPTA board meeting. I was appointed to the IPTA legislative committee to make several changes.
- Met with Northwoods Mall manager to see about short term solutions that would take effect until a new transit center can be built.
- January 25, 2010 we held monthly labor management meeting. Ron Cox chaired.
- January 27, 2010 went to Employer's Association CEO meeting.

8. **Old Business:** None

9. **New Business:**

A. **Resolution 10-20 Recommendation for Free Fare for Passenger Appreciation Day in honor of Jerome Lilly:** Alice Nobles Arn, Director of Sales and Marketing requested approval that the Greater Peoria Mass Transit offer free fares on Passenger Appreciation Day in honor of Jerome Lilly on April 20, 2010. A motion was made by Trustee Don Shay to approve and seconded by Trustee Sharon McBride. **Motion Passed.**

B. **Resolution 10-21 Recommendation for \$.40 fare May 4, 2010:** Alice Nobles Arn, Director of Sales and Marketing requested approval that the Greater Peoria Mass Transit District offer \$.40 fares on May 4, 2010 to celebrate the 40th Anniversary of the District. A motion was made by Trustee Don Shay to approve and seconded by Trustee Sharon McBride. **Motion Passed.**

C. **Resolution 10-22 FY 2010 Downstate Transit Improvement Fund Call for Projects:** John Stokowki, Program Development Director, requested approval for the submission of a pre-application to IDOT for upcoming projects. The Illinois

Department of Transportation Division of Public and Intermodal Transportation is issuing a call for projects to be funded by a portion of \$17.5 million from the State Fiscal Year 2010 Downstate Transit Improvement Fund. Proposals need to be submitted by February 19, 2010. Greater Peoria Mass Transit District desires to submit projects to the Division of Public and Intermodal Transportation for the purchase of five (5) large buses, five (5) paratransit vehicles and a security fence around the perimeter of the administration building. A motion was made by Trustee Don Shay to approve and seconded by Trustee Sharon McBride. **Motion Passed.**

- D. Resolution 10-23 Authorization to Negotiate for Residential Property:** John Stokowski, Program Development Director requested approval for the Greater Peoria Mass Transit District to retain the service of a license appraiser; James W Klopfenstein & Associates to establish the real estate value of residential properties located at 2111 NE Jefferson and 2133 NE Jefferson. The Fair Market Value for 2111 NE Jefferson is \$55,000.00 and for 2133 NE Jefferson \$34,000.00. **Motion Passed. Roll Call Taken**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Don Shay-Chairman	X			
Sharon McBride -Treasurer	X			
James Polk-Vice Chair-via phone	X			
Maxine Wortham-Trustee	X			
Art Bell-Secretary	X			

- E. Resolution 10-24 Guidelines Governing Comments at Meetings of the Board of Trustees:** John Stokowski, Program Development Director, requested approval for guidelines governing comments at meetings. This puts a limit on the amount of time people can address the board and a procedure on how to get on the agenda to address the board. This is a way to do this in an organized fashion. A motion was made by Trustee Don Shay to approve and seconded by Trustee Sharon McBride. **Motion Passed**

- F. January 2010 Financial Report:** Christine Feng, Director of Finance, requested approval for the January 2010 Financial Report. The total operating expenses for January were \$1,598,847.76 which represents 7.77 % of the 2010 annual budget. This percentage is 0.56% less than the monthly budget projection. The major expenses are: MV Transportation payment: \$154,798.65 (9.68%), Payroll expenses: \$553,217.02 (34.60%), Fuel Expense: \$147,149.44 (9.20%), Health Insurance Expenses: \$261,059.15 (16.33%), and IMRF: \$101,280.53 (6.33%). These significant disbursements are 76.15% of the total monthly operating expenses. **Motion Passed. Roll Call Taken**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Don Shay-Chairman	X			
Sharon McBride -Treasurer	X			
James Polk-Vice Chair-via phone	X			
Maxine Wortham-Trustee	X			
Art Bell-Secretary	X			

G. Presentation from First Transit-John Woodford: John Woodford read the enclosed letter. This letter was in response to presentation that Ron Cox made at the January 2010 board meeting. No further action was needed.

10. Public Comment:

Roger Sparks had concerns of not having wheel chair lifts on buses and cutting out the Parkview route. Roger Sparks also had concerns that the supervisor van with the wheelchair lift is not always working. He wanted CityLink to try to purchase 10 more used buses.

Reminder of Future Meetings:

March 8, 2010 will be held at a new time 4:00pm and April 12, 2010 at the Administration Office, 5:30 PM.

The meeting was adjourned at 6:30 P.M.

Arthur Bell, Secretary
Board of Trustees