

# GREATER PEORIA MASS TRANSIT DISTRICT

## MINUTES OF MEETING

**DATE:** November 9, 2009

**PLACE:** Greater Peoria Mass Transit District Offices

**TRUSTEES PRESENT:**

Don Shay – Chair  
James Polk – Vice Chair  
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  
Tom Smith – CityLink  
Gary Howell – CityLink  
Sheila Saletzki – CityLink  
Venessa McMillion – CityLink  
Terry Vaughn – CityLink  
Candy Brown – CityLink  
Kenny Boddie – CityLink/Peoria Police Dept.  
Ron Cox – ATU 416  
John Born – ATU 416  
Vincent Caldera – MV Transportation  
Roger Sparks – MACD

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on November 9, 2009 at 5:30 PM.

1. **Roll Call** was taken by General Manager, Tom Lucek, and he reported that all were present.
2. **Pledge of Allegiance:** Assistant General Manager of Operations, Shewan Harris, led the Pledge of Allegiance.

3. **Receipt and Reading of Minutes:** A motion was made by Trustee Art Bell to approve the Board Minutes from October 12, 2009 and seconded by Trustee Sharon McBride. **Motion Passed.**

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

5. **Report of Officers:** Trustee Don Shay commented on Tom Lucek and his attendance of the Governors Conference on the Management of the Illinois River during October 20-22<sup>nd</sup>. Governor Pat Quinn was a key-note speaker and Senator Dave Koehler and Secretary of Transportation Ray LaHood were in attendance as well as Aaron Schock, who was via video. Don Shay commented on the interesting aspects such a real action being taken on the clean-up of the river; report of Asian Carp; locks and dams; and proposals of a future water taxi or shuttle service.

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

7. **Report of General Manager:**

**Program Development**

- We are one of 43 transit systems recognized by APTA nationally that have signed on and committed to a core set of actions on sustainability. Joe Alexander is heading up this project.
- The FY-09 NTD Report was submitted to the FTA on October 29, 2009. The content of this Report determines the level of Federal funding that we receive from the FTA formula funds.
- Installed a passenger shelter at the Cancer Center of Central Illinois off of Route 91 and replaced an existing shelter in front of the Illinois Eye Center in the same vicinity.
- The FTA quarterly report was submitted including the special quarterly report for the ARRA Stimulus Grant, the FTA 1512 Report regarding job creation and the report to the U.S. House of Representatives Committee on Transportation and Infrastructure, Congressman James Oberstar Chairman.

**Finance**

- The request for our first & second Quarters DOAP has been approved by IDOT, and it is now being processed by the State Comptroller's office in Springfield.
- ECHO draws of \$1,322,078.00 for FY 2008-2009 Federal preventive maintenance grant was received on October 15, 2009.

**Information Technology**

- There have been no instances of virus insertions to any part of the computer system and with the current updates we are ahead of many other agencies.
- Wanting to test this we did have a division of the Homeland Security cyber division, which is part of the Secret Service, look at the parameters Gary has so diligently set up and have gotten a very good response from them.
- The wireless router and laptop were setup along with the desk at the TC special services for the circuit Breaker program and can now be used at anytime for this program.

**Marketing**

- The kick-off press conference for stuff-a-bus went well. CityLink also was videoed for the WMBD live noon news that day. A commercial with WMBD was shot for stuff-a-bus. CityLink was represented at Junior League's *The Truck Stop* at Northwoods Mall (Dawn Dillon and Eddy Smith;) and *Oktoberfest* at Par-a-dice Hotel for the East Peoria Chamber of Commerce (Alice Nobles Arn, Dennis

- Kaufman and Sheila Saletzki.
- Alice finished the December Pictorial Directory. It will be sent to the printers Nov. 11.
  - Alice is developing a committee for the 40<sup>th</sup> anniversary celebration of the formation of GPMTD (which will be 2010).
  - Alice developed a campaign for honoring veterans (free ride and token of appreciation.)

#### **Union issues**

- We still have 1 unfair labor practice complaint filed against us which we have responded to; 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.
- Shirlyce Ammons, Janice Bourchard, Ron Cox and I reached an agreement for a one year extension of our CBA. ATU members will vote on Nov 22<sup>nd</sup> and I plan to implement the agreement on December 1<sup>st</sup> and then put it on the December Board agenda for final adoption and signing.
- We will be meeting with the ATU Local #416 Executive Committee to update and document Past Practices.

#### **Maintenance**

- Hand sanitizers for our passengers have been installed on every bus along with instructions for proper use.
- Hand sanitizers have been installed for public use inside the Transit Center.
- A snow plow has been installed on the 2009 Ford flatbed truck at a cost of \$4,920.

#### **Safety**

- Attended a TSA meeting in Indianapolis; the meeting focused on specific Transit security programs available through the TSA//FEMA at no charge to the District in addition to a workshop on security grants available to transit agencies.
- The annual safety banquet will be held Sunday December 6<sup>th</sup> 2009 at Weaver Ridge Country Club.

#### **First Transit**

- John Woodford, RVP, will be attending the November Board Meeting.
- A Board Retreat is still being planned for next year.
- A five year plan is being prepared.

#### **GM Activities**

- I plan to attend the dedication of the Bob Michel VA Clinic at Congressman Schock's request on Nov 10<sup>th</sup>.
- The IPTRMA Board meeting is in Chicago on Nov 11<sup>th</sup>.
- Advocates for Access are holding a meeting to discuss Northwoods Mall on Friday Nov 13<sup>th</sup> and we will be represented.
- Fox Lawson has completed a draft report and I will be visiting their offices in St Paul to discuss finalizing it with implementation goals.
- I have been asked to join the APTA Legislative Committee and will attend their meeting in Washington, DC on December 3<sup>rd</sup> & 4<sup>th</sup> returning in time for the Safety Banquet on the 6<sup>th</sup>.
- On Friday 11/6/09 the Bid Protest Board met and decided to deny the protest filed by MidWest Transit Equipment.

*\*Don Shay questioned what the next step would be if Midwest Transit Equipment further protested the IFB for the Paratransit Vehicles. William Wombacher stated it would be an official appeal through the FTA. Tom Lucek will contact Marisol Simon from the FTA Regional Office for a quick decision. If this does not work, then the*

*project will be canceled and a new RFP will be issued with a high importance of early delivery.*

8. **Old Business:** None.

9. **New Business:**

**a. Team Safety Awards Program** – Tom Lucek and Shewan Harris presented implementation of a new Team Safety Awards Program beginning January 1, 2010. Information of the program will be distributed to the employees at this year’s safety banquet on December 6, 2009. It was discussed at a Labor Management Meeting and a committee consisting of Union members and Management set up the program. The members included are Terry Vaughn, bus operator; Candy Brown, bus operator; Ron Cox, President of ATU 416; Tom Smith, Safety and Operations Director; Shewan Harris, Assistant GM of Operations; and John Anderson, Director of Maintenance. Teams consisting of employees from different departments will be chosen by lottery. A competition based on highest number of points at the end of each quarter will determine the winning team. Gift prizes based on dollar value will be awarded to the top 3 teams.

**b. Resolution #10-15 Contract Award Recommendation 35-Ft Low Floor Transit Coaches** – John Stokowski requested approval of purchase and delivery of up to 21 35-Ft Low Floor Transit Coaches, which includes training, options, spare parts and tools. The IFB issued was to purchase a total of fifty (50) 35-Ft Low Floor Transit Coaches over the next five years, initially purchasing the 21 coaches the first year. Three bids were received from Gillig LLC, New Flyer, and North American Bus Industries, and Gillig was determined as the lowest responsive and responsible bidder. The contract awarded shows Gillig’s price per bus is \$359,859.00 totaling \$7,557,039.00; training \$10,800.00; optional tools \$9,152.00; options \$24,171.00; and spare parts and tools totaling \$11,779.00. Because IDOT is funding 20% totaling \$424,000.00 the contract must meet their approval to move forward with the purchase. Delivery of the coaches is expected in 15-17 months. The vote was motioned by Trustee Sharon McBride and seconded by Trustee Maxine Wortham. **Motion passed. Roll Call Vote.**

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

*\*For the record, John Stokowski corrected the Staff Summary stating Nabi’s bus price should be \$384,950.00 instead of \$284,950.00.*

**b. Contract Award for Property Clean-up at the CityLink Administration Facility** – Tom Lucek and Rick Tieken discussed clean-up of the property behind the administration building, on top of the hill by the railroad tracks. CityLink owns this property and people are illegally dumping all types of garbage in this area. Union contractors were initially contacted but because the job is too small, none were willing to take on the project, so 3 bids were received by non-union companies who would pay the prevailing wage ordinance with a total charge of around \$6,000.00. A company was selected and started the project, but was asked to leave because they are a non-union company. The job was re-issued for bid and only one union company, Green Valley responded with a price of around \$35,000.00. The 2 non-union company’s prices were still around \$6,000.00 and Tom Lucek requested direction from the Board regarding this controversy. Rick Tieken presented quotes from the different vendors contacted to help with the

decision and after further evaluation and discussion, the project will be delayed until next spring and a formal Invitation for Bid will be issued in December.

**d. September 2009 Financial Report – Board Bills Approval** - Christine Feng asked for approval of payment of invoices submitted. In October, the total monthly operating expenditures of \$1,626,093.31 represent 7.90% of the 2010 annual budget. This percentage is 0.43% less than the monthly budget projection. The major expenses for October are MV Transportation payment of \$152,277.24 (9.36%); Payroll expenses of \$678,115.98 (41.70%); Fuel Expenses of \$136,845.68 (8.42%); and Health Insurance totaling \$209,541.11 (12.89%). These significant disbursements are 72.37% of the total monthly operating expenditures. The vote was motioned by Trustee Maxine Wortham and seconded by Trustee Art Bell. **Motion passed. Roll Call Vote.**

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

10. **Public Comment:** *John Woodford*, Regional Vice President for First Transit, thanked the Board and CityLink for supporting and funding the Team Safety Awards Program. He commented that positive reinforcement will pay dividends in the area of safety. He also thanked CityLink for hosting the FTU Supervisor training in late September. It was conducted by Dave Smith, Sr. Operations Manager of First Transit with assistance by Shewan Harris, Tom Smith, and the local staff. Twelve supervisors participated, including ones from CityLink and other Midwest transit systems.

*Candy Brown*, CityLink Road Supervisor, commented positively on the FTU Training and thought it was beneficial. Many notes, reports, and good ideas were exchanged between the different supervisors.

*James Polk* commented positively on First Transit Management and believes they are forming unity and togetherness within the company. He thinks they are doing a great job now and in the future.

**Reminder of Future Meetings:**

December 14, 2009 and January 11, 2010 at the Administration Office, 5:30 PM.

The meeting was adjourned at 6:35 P.M.

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Arthur Bell, Secretary  
Board of Trustees