

# GREATER PEORIA MASS TRANSIT DISTRICT

## MINUTES OF MEETING

**DATE:** September 14, 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 Stokowski – CityLink  
Christine Feng – CityLink  
John L. Anderson – CityLink  
Karl Stone – CityLink  
Venessa McMillion – CityLink  
Alice Nobles Arn – CityLink  
Gary Howell – CityLink  
Sheila Saletzki – CityLink  
Sandy Evans - CityLink  
Ron Cox – ATU 416  
Mark Nash – MV Transportation  
Vincent Caldera – MV Transportation  
Roger Sparks – Passenger & MACD  
Jackie Jackson – Citizen

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on September 14, 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 August 10, 2009 seconded by Trustee Maxine Wortham. **Motion Passed.**
4. **Receipt and Reading of Communication:** None.

5. **Report of Officers:** Trustee Sharon McBride reported she did pull weeds at the Transit Center on the side of Kumpf Blvd. and it does look somewhat better, but still needs work. Assistant General Manager of Maintenance, Rick Tieken is currently taking quotes and also received a letter of recommendation from the Peoria Park District on the landscaping project.

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

7. **Report of General Manager:**

**Program Development**

- John has been working on the (RFA) with regard to the IFB for up to twenty-one (21) low floor transit coaches. Over four-hundred and fifty (450) RFAs were received.
- An IFB was issued for up to thirty-one (31) body-on-chassis/cutaway paratransit vehicles. Bids were due September 2, 2009. Two (2) bids were received. One from Mid West Transit Equipment and one from Southern Bus & Mobility. Bids are currently being evaluated.
- The ARRA Stimulus Grant was approved and subsequently executed on August 19, 2009. This Grant is funding 100% of the cost of 8 low floor transit coaches and 20 body-on-chassis/cutaway paratransit vehicles.
- Has formulated a plan to limit the number of buses into Northwoods Mall. This action was based on a request by Simon Management. The only routes that will be entering the Mall will be the #14 Wisconsin and the #16 Northwest Express. The #3 Parkview, #5 Main, #10 Sterling and #12 Heights will make passenger stops on Sterling. These changes went into effect September 8, 2009. Working with the City on shelters, signs & safety.

**Finance**

- In conformity with GASB 45, Christine and I met with Helen Barrick and Bill Wombacher to discuss our FY 2009 accrued liability of \$1,914,336 for postemployment benefit (Retirees Health Insurance) on September 10, 2009. We plan to claim IDOT assistance at this time; but, not create a trust until next year.
- The FY-09 audit is progressing normally and we hope to receive the final audit results in a timely manner.

**Human Resources**

- Joni Baldwin was promoted to full time Admin. Asst. for Maintenance and Operations, effective 8/10
- Richard Uppole & Brenda Tubbs were selected as Operator Trainer effective 8/24
  
- David Pummill was promoted to FT Operator effective 8/27
- Lisa Kimbrell was terminated effective 8/27
- Jackie Jackson was terminated effective 9/3
- Damien Cruse and Fred Dixson were promoted to PT Operator effective 9/14

**Information Technology**

- On 09/10 at 10:00 pm, an electrical panel in the maintenance building was taken out of service for two hours to replace broken parts. There was an interruption of the phone and alarm systems. All systems were back on line and operational the same night.

**Marketing**

- The ad of employees who have had their photos on the buses promoting, *Help Wanted, Part-Time Bus Operators Needed* has been well-received. Our Human

Resources department reported that additional applications have been received for the positions from these ads.

- Organized development, printing and distribution of the Northwoods Mall changes promotional brochure All CityLink Routes Can Lead to Northwoods Mall.
- The staff that set the wheels in motion for the change in the Sun & Fun passes for this past season: Lonnie Seidel, Don Hughes, Walter Nealy, Bob Wheeler, Wendell Cochran, Tom Smith, John Williams, and Alice Nobles Arn held their wrap-up meeting on August 27. Overwhelmingly the consensus was that changing the program had worked. Comments included: “Best Sun & Fun Pass year ever since the beginning in 1995,” “The conduct (of all the students) was much better,” “No problems this year at all”, “It felt like we didn’t even have the Sun & Fun passes, it went so smoothly and was so low key”

#### **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.
- Ron Cox will be chairing the next L/M meeting 9/17/09 @ 4:15pm.
- Arbitrator’s ruling on a terminated Operator is due by the end of the month.
- Our Labor Contract expires 11/30/09 so we will be presenting the changes to the contract that we interested in making by 10/2/09.

#### **Maintenance**

- Striping the parking lots at the administration building and TC has been completed by AAA Striping.
- New housing procedure started 08/18/09. The new process is more efficient and allows more time for deep cleaning of the buses.
- Scheduled oil sampling is now returned via email. This allows for faster action when a problem is found and will lead to lower overall operational costs.
- Extra hand sanitizers and masks have been ordered to prepare for the H1N1 flu virus. A contingency plan is being planned.

#### **Special Services**

- Gary and John Williams had a conference call with MV for Implementation of Trapeze. The implementation process has begun.
- Letters have been sent to CityLink ADA committee applicants, indicating first meeting on the 29<sup>th</sup> at 1:30pm.
- John recruited five staff members to participate in the Advocates for Access Wheel A Thon event.

#### **Safety**

- Tom Smith, Patty Taylor, and Abby List visited Rock Island Metro for a Fleet Net information session and operations department tour.
- Tom and Shewan met with Kelly Peterson, ARM, to discuss the implementation phase of the employee IPP. Assessment phase will begin on Oct. 1<sup>st</sup>.

#### **First Transit**

- FTU for Operations Supervisors will be held at CityLink 9/29 – 10/1.
- Matt Wood, SVP for TMS is being promoted to SVP Eastern Div TC effective 10/1/09.
- The H1N1 task force has provided guidance for us to use in preparing our CityLink plan.

### GM Activities

- Shewan Harris, John Stokowski, John Anderson, Alice Arn & I will be attending the IPTA annual meeting in Oakbrook 9/15 – 9/17.
- Maxine Wortham, James Polk and I met with the US DOT Sec. Ray LaHood on 8/27 and discussed the status of our TIGGER grant.
- Art Bell & I met with the Park District on 9/2 to discuss landscaping, Sun & Fun passes, and possibly transferring some old equipment.
- Maxine Wortham, James Polk, Shewan, Rick and I met with Mayor Ardis to discuss concerns of passengers Sparks & Rivard on 9/4.
- I will be taking a floating holiday on Monday, September 21<sup>st</sup>.
- Our next employee appreciation day is scheduled for Friday September 25<sup>th</sup> and Kim Lilly is supposed to be here at noon.
- I will be attending the TFIC annual meeting in Chicago Wed September 30<sup>th</sup>.
- Maxine Wortham, Sharon McBride, Art Bell & I will be attending the APTA annual meeting in Orlando Oct 3<sup>rd</sup> through Oct 7<sup>th</sup>.
- I am talking to IDOT about using State owned R-O-W for a TC in the Northwoods Mall area.

8. Old Business: None.

9. New Business:

**a. Resolution #10-11 Children's Free Fare Age Adjustment** – Alice Nobles Arn requested approval of recommendation to allow a child fare for children under 7 ride free on all CityLink buses if accompanied by an adult. Currently children ages 4 to 7 are being charged the adult fare of \$1.00 instead of a \$.50 student fare, due to lack of proof of identification that is required. Parents in the community have consistently asked for a solution to this problem. The financial impact could be up to approximately \$108,000.00 per year. This was motioned by Trustee Sharon McBride and seconded by Trustee Maxine Wortham. **Motion passed.**

**b. Resolution #10-12 Intergovernmental Agreement Illinois Central College** - John Stokowski recommended an intergovernmental agreement with ICC for professional/technical training and services on an ongoing basis. The first professional training program GPMTD would contract to ICC is a Workshop on Diversity totaling \$10,000.00. Because ICC is also a government entity, GPMTD is not required to send out an Invitation for Bid. This was motioned by Trustee Maxine Wortham and seconded by Trustee Art Bell. **Motion passed.**

**\*For the record, James Polk abstained from the vote because he is also a member of the ICC Board of Trustees.**

**c. Resolution #10-13 Contract Offer with Direct Energy** – John Stokowski requested authorization of the General Manager to execute a contract offer with Direct Energy. As a member of the Peoria Area Chamber of Commerce Energy Purchasing Cooperative, GPMTD will receive a fixed rate for electricity from Ameren Cilco saving 10%. The fixed price is \$.06405 per kWh that is all-inclusive including capacity charges and will be for service starting on October 2009 meter read date and will be for a 35-month contract term ending on September 2012 meter read date. The contract offer was contingent upon Direct Energy receiving the signed contract from GPMTD no later than 4:00pm, Thursday, August 27, 2009. Tom Lucek, General Manager initially executed the contract with said approval from each Board member in order to make the deadline. This was motioned by Trustee James Polk and seconded by Trustee Sharon McBride. **Motion passed.**

**d. Procurement of Paratransit Vehicles** – John Stokowski requested approval to authorize procurement procedures for the Body-on-Chassis Paratransit Vehicles. GPMTD requested bids from qualified companies and two (2) bids were received. The lowest was unresponsive and GPMTD is currently waiting on a requested cost-analysis of similar vehicles sold from the second bidder. If the information requested is unsuccessful, the bids will be rejected and a new RFP will be re-issued and cost will not be the only determining factor of the award. Management will continue discussions with the second bidder and if the cost is justified then a sole source award will be recommended at the next board meeting. The vote was motioned by Trustee Art Bell and seconded by Trustee Maxine Wortham. **Motion passed.**

**e. August 2009 Financial Report – Board Bills Approval** - Christine Feng asked for approval of payment of invoices submitted. In August, the total monthly operating expenditures of \$1,429,788.64 represent 6.95% of the 2010 annual budget. This percentage is 1.38% less than the monthly projection. The significant expenditures for August are MV Transportation payment of \$158,553.30 (11.09%); Payroll expenses of \$559,288.00 (39.12%); Fuel Expenses of \$96,717.86 (6.76%); and Health Insurance totaling \$215,140.93 (15.05%). These significant expenditures are 72% of the total monthly operating expenditures. The vote was motioned by Trustee Maxine Wortham and seconded by Trustee Sharon McBride. **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			

12. **Public Comment:** *Roger Sparks*, MACD, wanted to make the Board aware of his dealings with the City of Peoria Mayor and the FTA. Prior to July 8, 2009 31 vehicles were without wheelchair lifts and was reported to the FTA. A meeting was also set up on September 4<sup>th</sup> with the Mayor and CityLink. Roger is assuming the City of Peoria wants all bus stops wheelchair accessible. He currently does have a civil lawsuit against the City of Peoria for ADA accessibility.

*Rox Cox*, President of ATU #416 is disturbed to hear that the award for the paratransit vehicles will be put off for another month, when the bid was opened on September 2<sup>nd</sup> and has been ongoing year after year. CityLift is in dire need of new vehicles and this should not be acceptable. The disabled should be treated fairly and is part of this community and needs dependable transportation. Because of hearing so many different timelines of the new vans, Ron is unsure when they are actually going to get them and is very unhappy about the situation.

**Reminder of Future Meetings:**

October 12, 2009 and November 9, 2009 at the Administration Office, 5:30 PM.

The meeting was adjourned at 6:15 P.M.

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Arthur Bell, Secretary  
Board of Trustees