MINUTES OF MEETING –August 8, 2022

GREATER PEORIA MASS TRANSIT DISTRICT
2105 N.E. Jefferson Avenue, Peoria, Illinois 61603

DATE: Monday, August 8, 2022
PLACE: ***Greater Peoria Mass Transit District Offices***

TRUSTEES PRESENT:
Chris Ahart- Chair
Patti Sterling Polk-Vice Chair
Jeff Hoerr-Treasurer
Sharon McBride– Secretary
Don Knox-Trustee (virtual)

OTHERS PRESENT:

Doug Roelfs	General Manager
Christine Feng	CityLink, Chief Financial Officer
William Wombacher	Legal Counsel
Ken Boddie	CityLink, Director of Operations & Planning (virtual)
ShamRA Robinson	CityLink, Asst. Director of Operations & Planning (virtual)
Martha Howarter	CityLink, Finance & Grants Manager (virtual)
Desiree Carlson	CityLink, Executive Assistant & Board Support
Shannon Williams	CityLink, Human Resource Administrator (virtual)
Jason V. Culberson	CityLink, Director of Safety & Training (virtual)
Corey Sebens	ATU416 President
Venessa Dixson	ATU416 Vice President
Mike Bell	ATU416 Member
Chris Peters	STL
Beth Schupp	River City Construction, Project Manager

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Chris Ahart on Monday, August 8, 2022 at 5:30 PM.

1.Roll Call
Was taken by General Manager Doug Roelfs and he reported that a legal quorum was met with all members of the Board present in person except Trustee Knox. **Trustee Sterling Polk made the motion to allow Trustee Knox to participate virtually and Trustee McBride seconded the motion. Motion Passed.**

2.Pledge of Allegiance:
General Manager Doug Roelfs led the Pledge of Allegiance

3.Receipt and Reading of Minutes
Chair Chris Ahart presented to the Board the minutes of the regular meeting of July 11, 2022. **Trustee Sterling Polk made a motion to approve the minutes with Trustee Knox's changes (which the Board received) and Trustee McBride seconded the motion. Minutes Approved.**

4.Receipt and Reading of Communications:
CWTC sent us a letter thanking us for our contribution to their Pathway awards dinner and our continued support of their mission! CityLink received an award for advocacy during the dinner, and they specifically mentioned our WOW! Event on behalf of the disabled community.

5. Report of Officers:
Trustee Knox reported that we had a PDC meeting on 7/26 with some agenda items such as providing a shuttle to MATCOR (more information needed for that), Community Service for Peoria Public Library request for free rides for September which was approved and expanded to include Peoria Heights, East Peoria and Pekin, and also approval was given to provide buses for the Labor Council of West Central Illinois for the Labor Day parade. And on 8/3 Trustee Knox was represented on the Tri County Planning Commission, and there was a motion to approve an extension of section 81310 agreement with GPMTD to improve bus stops throughout the region which had been approved previously (2 years ago). This was in an amount of $57,150 and $45,720 was coming from Tri County and/or FTA and $11,430 what was our District was supporting. That was an improvement on bus shelters with solar and lighting. Doug stated that was an initial grant to make sidewalk improvements to make our stops ADA accessible, and we ended up with extra money, and since then, the FTA has changed the rules, and we have to do an environmental study for each location now. We have a section of sidewalk at Hult and Unity Point Pekin. We are waiting for FTA approval and preparing bids ready to go out, but Reema said we may be able to extend another year due to the fact that the end of construction season is approaching.
Trustee Polk stated that our WOW! Event was extraordinary for our first event, and she has received positive feedback. She thanked all who came to visit and next year we will be doing it in 2023 same time, place! We have sent a survey out to all the attendees. Emily stated majority of our vendors gave us positive feedback on our event.

6.Report of Standing Committees:
There was no report of standing committees here, but there is information above in Report of Officers and Trustees regarding the PDC Committee and the WOW! ADA event

7.Report of the General Manager and 8. New Facility Update

Doug discussed topics of the Board Retreat. In addition, Don and Patti had some additional items to discuss and these were passed on to Moderator Dave Lee. We shall firm up the agenda later this week. The morning will be a presentation on our fleet. Nick and ShamRA will have a Power Point on fare collection and Microtransit and Pilot Projects. Shannon will do her presentation on bonuses and raises. We shall also have an introduction of all the Directors. Some items Don was discussing will be added as well.

Beth Schupp, Project Manager for River City Construction then updated the group and the updates were included in the Board Packet. Owner training is ongoing. There are no adjustments to the GMP. We are 95% completed on Phase A. Phase B, C & D are approximately 20% complete.

9.Report of Transdev General Manager:

Lance Randle, Assistant GM reported that they are interviewing for 2 Utility positions. There is 1 driver in training. Trustee Polk asked what exactly is their recruitment process? Applications come to Transdev through Indeed and walk ins. Transdev also participates in some job fairs, which aren't that productive. In June Trustee Polk asked about the 3 accidents, and she asked for documentation regarding these accidents and the corrective action that Transdev took. Ecolane is the software that is used to schedule rides. Transdev is learning more about the ins and outs of that software to be more efficient in scheduling trips.

10.Public Comments:

Corey Sebens, President ATU416 stated that Management is breaking Article 29 of the contract. He met with Doug and Shannon on July 28 discussing Supervisors being trainers. He stated that trainers are to be motor coach operators only. He stated that Doug would just pay the trainer that filed the grievance. A grievance will be filed along with unfair labor charges. We have multiple grievances that are waiting on arbitration. The ATU stated they would like to meet with the Board to discuss. The General Manager will respond to this by the end of this week. GPMTD Counsel Wombacher suggested that the ATU416 works through Doug. He suggested they could write to the Board as well. Contact information for the Board has been supplied to ATU President Sebens.

11. Old Business:

There was no old business

12.New Business:

A.Recommendation to change October 2022 Board meeting (to October 17) due to Board travel to APTA meeting-Doug Roelfs

Several members of the Board and the General Manager will be travelling to Seattle for the APTA meeting,and Doug recommends moving the regular meeting to October 17. **Trustee Polk made the motion to approve, and Trustee McBride seconded the motion. Motion Passed**

B.Recommendation to make changes to current Bylaws-Doug Roelfs

Trustee McBride was looking for the potential changes, and we will go over the ones we have been looking at to see what we want to discuss and make changes. Doug mentioned changing the Annual meeting to the second Monday in May. A discussion ensued with regards to new trustees being

appointed. And another point was changing the allowing of an individual to attend virtually 4 times rather than 2. However, there are circumstances that allow you to appear virtually in non-Covid times. A physical quorum (3 people) must be in attendance however to conduct business. This is state law, and is stated in the Open Meetings Act. Counsel Wombacher stated that hold harmless is close to the State Indemnification Act. Our language mirrors the state language, and we also have coverage through the Risk Pool of which we are a part. Bill stated that what we have as far as coverage and our language in the bylaws is sufficient. The terms of each appointment will be included in the next Board meeting. We shall have changes ready for the September meeting.

C.Financial Report, July 2022 Board Bills approval-Christine Feng
Christine Feng, Chief Financial Officer, recommended that the Board approve the July, 2022 Operating expenses of $3,519,859.43. Trustee Polk asked about the monies for the Risk Pool, and the amount was around $900,000, and Trustee Polk asked that if there are large amounts to consider, that the Board has information early to thoroughly read. Christine affirmed that she would make this happen. **Trustee Sterling Polk made a motion to approve the Board Bills, and Trustee McBride seconded the motion. Roll Call Taken. Motion Passed.**

	Aye	Nay	Absent at Vote	Abstain
Chris Ahart, Chair	X			
Patti Sterling Polk,Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Don Knox, Trustee	X			

D.Resolution 23-04 Request for approval of renewal of legal services between William C. Wombacher and Cassidy & Mueller, PC with GPMTD to exercise the first of five (5) one year options beginning 10/1/22 to 9/30/23-Doug Roelfs
Doug met with Gallagher Basset regarding performance of Cassidy & Mueller, and they stated that they have had a good working relationship with them and scored them highly. There will be some tracking software that they have not implemented yet but will next year. Doug also sent evaluations to the Board that were completed internally. It is recommended that the Board approve the 1 year option. Trustee Polk stated that she is concerned that we contract out a large part of our legal services to another firm. Mr. Wombacher stated the bulk of the work is not Workers Comp . . . but rather 50/50. When Bill rebid for the services for GPMTD, he went to the Cassidy firm to offer a joint venture to the District. Bill has worked for the District for over 35 years and understands this business. Bill also does all grievances and arbitrations, terminations, HR issues, etc. He reviews all Resolutions/Contracts/RFP's before they go out, and he is involved in reviewing contracts before they are signed. Bill stated a large part of what he does, is under the retainer. For example in the Quad Cities, Bill does labor work for MetroLink for them, ie, employment issues, labor issues, etc. and he works with their general counsel. Trustee Polk stated that if the Board approved 1 year, they are not liable for the next 4 years, and that was affirmed to her by William Wombacher. She stated that she feels that he has billed us separately for the construction as well as billing us for his retainer. He stated that we are in a lawsuit to condemn the house we need to complete construction, which has never happened in the history of the District. Trustee Knox stated that he wishes Doug to discuss the evaluations he received with Mr. Wombacher, and Doug stated he was

given a "high bar" by the Board. **Trustee McBride made a motion to approve and Trustee Hoerr seconded the motion. Roll Call Taken. Motion Passed.**

	Aye	Nay	Absent at Vote	Abstain
Chris Ahart, Chair	X			
Patti Sterling Polk,Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Don Knox, Trustee	X			

At this point Chair Chris Ahart, stating Statute 5ILCS 120/2 (c)1 "employment, employment compensation, employee discipline or dismissal" elected to take a motion to close the Regular Board meeting and enter into an "Executive Session". Trustee Sterling Polk made the motion and Trustee Hoerr seconded the motion. After the Board completed their Executive Session, they then heard a motion from Trustee McBride to close the Executive Session and re-enter into the regular Board Meeting, and Trustee Ahart seconded that motion. The Regular meeting was then completed with the following:

Trustee Ahart reminded all of future meetings, September 12, 2022 and October 17, 2022. The meeting was adjourned at 6:40 PM

By: Sharon L McBride
Sharon McBride, Secretary