

February 23, 2018
Shawnee Mass Transit District Minutes
Shawnee MTD
Board Room, Vienna, Illinois

Members Present:

Jim Clark
Rick Nannie
Nancy Doss

Members Absent:

Marcia Fair
Elmer Pullen

Executive Director:

Shawn Freeman

Operations Coordinator:

Tiffany Morgan

Human Resource:

Karen Wilson

Fleet Manager:

Jon Murrie

IT Specialist:

Mike Pietrowski

County Supervisors:

Tony Jackson
Kim Pind

Guest:

Karen Vinyard-CFO Rides Mass Transit

The meeting was called to order by Nancy Doss at 3:30 p.m.

Item: Operations Update

Tiffany Morgan provided the Operations Update including the County Supervisors finishing evaluations, Helping Family Counseling Center Fundraiser and Future 5K Autumn Ridge Fundraiser.

Item: Marketing Update

Mike Pietrowski provided the Marketing Update including starting "Employee of the Month". Also, the latest Southern Scene's front page displayed photos of a few Employees that we recognized for Years of Service and Dedication.

Item: Human Resources Update

Karen Wilson provided the Human Resources Update which included one new driver successfully passed CDL's, Drug and Alcohol Report submittal and No workers Comp. Claims.

Item: Fleet Management Update

Jon Murrie gave the Fleet Management Update which included vehicle damage/repairs and incidents.

Item: Minutes from January 16, 2018

Jim Clark motioned to approve the minutes. Rick Nannie seconded the motion. All in favor. Motion passed.

Item: Check Register and Financial Update

Rick Nannie motioned to approve the Check Register and Financial Update. Jim Clark seconded the motion. All in favor. Motion passed

Item: Administrative Update

Shawn Freeman provided the Administrative Update which included a 15% decrease on the Insurance and Concurrence on the Depots were sent off.

Motion: To Accept 2019 Budget which included \$1.25 an hour raise to hourly employees and up to 7% Increase for salaried employees.

A motion was made by Jim Clark to accept the budget and increase hourly and salaried employees. Rick Nannie seconded the Motion. All in favor. Motion passed.

Item: Resolution # 88 approving a policy established to prohibit sexual harassment for Shawnee Mass Transit District pursuant to Public Act 100-554 enacted by the Illinois General Assembly.

Nancy Doss Introduced the resolution. Rick Nannie Motioned to Approve Resolution. Jim Clark seconded the motion. All in Favor. Motion passed.

Item Resolution # 89 Approving an Intergovernmental Cooperation Agreement between Shawnee Mass Transit District and the City of Mounds. Nancy Doss introduced the resolution. Jim Clark Motioned to approve The Resolution. Rick Nannie seconded the motion. All in favor. Motion passed.

Item Resolution #90 authorizing the Executive Director to execute an application for a Financial Assistance Grant under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. 5311). Nancy Doss Introduced the resolution. Rick Nannie Motioned to approve the Resolution. Jim Clark seconded the motion. All in favor. Motion passed.

Item: Resolution # 91 authorizing the Executive Director to execute an application for a financial assistance Grant under the State of Illinois Downstate Operating Assistance Grant Agreement. Nancy Doss introduced The resolution. Jim Clark motioned to accept the resolution. Rick Nannie seconded the motion. All in favor. Motion passed.

Item: Resolution # 92 Authorizing resolution to establish a line of credit agreement between Shawnee Mass Transit District and First State Bank of Olmsted. Nancy Doss introduced the resolution. Rick Nannie motioned To accept the resolution. Jim Clark Seconded the motion. All in favor. Motion passed.

Item: Resolution #93 authorizing the Executive Director to execute an application for a Public Transportation Capital Assistance Grant for Vehicles under the Consolidated Vehicle Procurement Program.

Nancy Doss introduced the resolution. Jim Clark motioned to accept the Resolution. Rick Nannie seconded the Motion. All in Favor. Motion passed.

Item: Discussion and Possible Action on Shawnee Mass Transit District's approved mileage reimbursement Rate. Rick Nannie motioned to always follow IRS recommendations for mileage reimbursement. Jim Clark Seconded the motion. All in favor. Motion passed.

Item: Adjournment

At 5:17 p.m. Rick Nannie motioned to adjourn. Jim Clark seconded the motion. All in favor. Motion passed.

Jim Clark

Jim Clark, Secretary

