

**July 30, 2020**  
**Shawnee Mass Transit District**  
**Minutes**  
**Shawnee MTD**  
**Giant City Lodge, Makanda,**  
**Illinois**

**Members Present:**

Nancy Doss  
Rick Nannie  
Elmer Pullen  
Jim Clark  
Sidney Miller

**Executive Director:**

Mike Pietrowski

**CFO:**

Jerri Loyd

**Operations Manager:**

Tony Smith

**Human Resource:**

Aaron Hodge

**Public Relations Coordinator:**

Ron Gorst

**Fleet Manager:**

Jon Murrie

The meeting was called to order by Nancy Doss at 9:00 a.m.

**Item: Election of Board Officers**

Mike Pietrowski called for nominations for Boards Chairperson. Rick Nannie nominated Nancy Doss. Sidney Miller seconded the nomination. Nominations were closed. Nancy Doss was elected by acclamation. Mike Pietrowski called for nominations for Vice Chairperson. Jim Clark nominated Elmer Pullen. Sidney Miller seconded the nomination. Nominations were closed. Elmer Pullen was elected by acclamation. Mike Pietrowski called for nominations for Secretary. Elmer Pullen nominated Jim Clark. Rick Nannie seconded the nomination. Nominations were closed. Jim Clark was elected by acclamation. Mike Pietrowski called for nominations for Treasure. Sidney Miller nominated Rick Nannie. Jim Clark seconded the nomination. Rick Nannie was elected by acclamation.

**Item: Minutes from May June 18, 2020**

Jim Clark motioned to approve the minutes. Sidney Miller seconded the motion. All in favor. Motion passed.

**Item: Check Register and Financial Register**

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

**Item: Action to approve extending the line of credit with First State Bank of Olmsted until June 27, 2021 giving the designated Chief Financial Officer and Executive Director authority to request drawdowns from this fund after board approval to extend the line of credit:**

Jim Clark motioned to approve extending the line of credit. Rick Nannie seconded the motion. All in favor. Motion passed.

**Item: Action to approve the Grievance Committees recommendation of “Employee A’s” grievance:**

Elmer Pullen motioned to approve the recommendation. Rick Nannie seconded the motion. All in favor. Motion passed.

**Item: Action to approve the updated nepotism policy in Shawnee MTD’s policy and procedures handbook:**

Rick Nannie motioned to approve the updated nepotism policy. Elmer Pullen seconded the motion. All in favor. Motion tabled.

**Item: Action on Resolution number 107: Resolution Authorizing Execution and Amendment of Federal CARES Act Section 5311 Grant Agreement:**

Nancy Doss introduced Resolution number 107. Pole vote was taken: Jim Clark-Yes, Elmer Pullen-Yes, Nancy Doss-Yes, Sidney Miller-Yes and Rick Nannie-Yes. Jim Clark motioned to approved resolution number 107. Sidney Miller seconded the motion. All in favor. Motion passed.

**Item: Human Resource Update**

Aaron Hodge provided the Human Resource Update which included 1 termination and 3 new hires starting on 8/3/2020. Discussed the possibility for updating the safety bonus and introducing a new policy in regards to employee sick leave sharing.

**Item: Public Relations Update**

Ron Gorst provided the Public Relations Update which included handling of customer complaints, handing out employee service rewards, preparing for the contract routes soft opening on 9/1/2020. Mention that we had no ADA compliance issues. Dispatch has been cross training due to low ridership at this time to increase efficiency. Purchasing and Procurement is off to a great start establishing a better check and balances system and to keep pricing competitive.

**Item: Fleet Management Update**

Jon Murrie provided the Fleet Manager Update which included 2 busses down for repair, 1 is getting a new CB antenna cable and the other needs a new A/C compressor and a fuel control module. Jon Murrie also included there was 3 incidents since the last board meeting, a driver added 15 gallons of E85 to a diesel bus, a window was broken by a rock on the highway and a driver clipped a mailbox and broke the outside mirror.

**Item: Operations Update**

Tony Smith provided the Operations Update which included the Cape and Carbondale route has been updated to increase efficiency

**Item: Administrative Update**

Mike Pietrowski provided the Administrative Update which included an update on our new Mounds Depot explaining it will cost \$75,000 for ground work due to being in a flood zone. Our new

Metropolis Depot was hit by a micro tornado and will delay the completion of the project due to the frame needing to be redone.

**Item: Adjournment**

At 10:17 AM Rick Nannie motioned to adjourn. Sidney Miller seconded the motion. All in Favor. Motion passed.

*Jim Clark*

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Jim Clark, Secretary

*Mike Pietrowski*



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