

October 15, 2020
Shawnee Mass Transit District
Minutes
Shawnee MTD
Board Room, Vienna, Illinois

Members Present:

Nancy Doss
Rick Nannie
Elmer Pullen Via Teleconference
Jim Clark
Sidney Miller Via Teleconference

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 9:12 a.m.

Item: Minutes from September 17, 2020

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

Item: Check Register and Financial Register

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

Item: Discussion and Action to approve Board Resolution Number 109: Resolution Authorizing Execution and Amendment of Downstate Operation Assistance Grant Agreement:

Nancy Doss introduced Resolution number 109. Pole vote was taken: Jim Clark-Yes, Elmer Pullen-Yes, Nancy Doss-Yes, Sidney Miller-Yes and Rick Nannie-Yes. Jim Clark motioned to approve resolution number 109. Rick Nannie seconded the motion. All in favor. Motion Passed.

Item: Action to implement the sick leave sharing program and included it in Shawnee MTD's policy and procedures book.

Jim Clark motioned to table the implementation of the sick leave program until an employee poll is

taken. Rick Nannie seconded the motion. All in favor. Motion tabled.

Item: Human Resource Update

Aaron Hodge provided the Human Resource update with included 1 retirement, 1 voluntary termination and hired 1 new full time employee. SMTD raised \$157 by selling 41 breast cancer awareness shirts that will be donated to the employee benevolence fund for cancer related issues.

Item: Operations Update

Tony Smith provided the Operations Update which included the progress of the new depots in Massac and Mounds are weeks away from being completed. We were informed that MAP routes have permanently closed down.

Item: Fleet Management Update

Jon Murrie provided the Fleet Manager Update which included 1 bus down for repair and it's currently at the body shop. There has been 1 incident since the last meeting, a deer ran into the side of a bus and caused the fender flare to break.

Item: Public Relations Update

Ron Gorst provided the Public Relations Update which included PR to start reaching out to customers again starting 11/2/2020 to see if SMTD can help them at all. The new procurement system has started off great for the month of September. Dispatch is down employees but they have been doing well and will not need a replacement at this time, during this time Dispatch has took in 9,309 call in the month of September. We had 1 complaint since last meeting and it has been resolved.

Item: Administrative Update

Mike Pietrowski provided the Administrative Update which included that the parking lot in Vienna will be getting sealed and re-stripped on 10/16 and 10/17. The new depots in Massac and Mounds will be completed in the next 30 days.

Item: Adjournment

At 9:44 AM Sidney Miller motioned to adjourn. Rick Nannie seconded the motion. All in Favor. Motion passed.

Jim Clark

Jim Clark, Secretary

Mike Pietrowski

