

**August 19, 2021**  
**Shawnee Mass Transit District**  
**Minutes**  
**Shawnee MTD**  
**100 SMART Drive**  
**Vienna, Illinois 62995**

**Members Present:**

Nancy Doss  
Elmer Pullen  
Jim Clark  
Sidney Miller

**Members Absent:**

Rick Nannie

**Executive Director:**

Mike Pietrowski

**CFO:**

Jean Hurford

**Operations Manager:**

Tony Smith - ABSENT

**Human Resource:**

Aaron Hodge – Arrived at 9:24AM

**Public Relations Coordinator:**

Ron Gorst

**Fleet Manager:**

Jon Murrie

The meeting was called to order by Nancy Doss at 9:01 a.m.

**Item: Minutes from July 29, 2021**

Sidney Miller motioned to approve the minutes. Elmer Pullen seconded the motion. All in favor. Motion passed.

**Item: Check Register and Financial Register**

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

**Item: Discussion and possible action to approve the COVID-19 Incentive Program**

Jim Clark motioned to approve the COVID-19 Incentive Program. Elmer Pullen seconded the motion. All in favor. Motion passed.

**Item: Human Resource Update**

Mike Pietrowski provided the Human Resource update which included the 2 new hires. Discussion on future minimum wage was also discussed.

**Item: Public Relations Update**

Ron Gorst provided the Public Relations update that included that the following: M.A.P. training center open house will be 8/20. Shawnee MTD will; be going to set up a table with our information. Discussed addition of a driver who was promoted to dispatcher and the company clerk who is now a dispatcher as well. Discussed visiting the various schools to inform them of our service and what we can provide for the students transportation wise. Finally, discussed purchasing a bus shelter(s) with our current grant money to put in an area(s) that would benefit from it for the riders.

**Item: Fleet Management Update**

Jon Murrie provided the Fleet Management update which included 1 bus down for repair and is getting a new power train control. There have been no incidents since the last board meeting. We had an attempted catalytic converter theft the morning of 8/19 where an individual cut off one of the older maintenance vehicles converters but it was already empty so they left it.

**Item: Administrative Update**

Mike Pietrowski provided the Administrative Update which included discussing the preliminary floor plans for the new Anna and Karnak depots. Next month's board meeting will be rescheduled to 9/23 due to the admin team traveling to Peoria for the annual IPTA conference that week.

**Item: Adjournment**

At 9:46 AM Sidney Miller motioned to adjourn. Jim Clark seconded the motion. All in Favor. Motion passed.

*Jim Clark*

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Jim Clark, Secretary

*Mike Pietrowski*

