

January 26, 2022
Shawnee Mass Transit District
Minutes
Shawnee MTD
Board Room, Vienna, Illinois

Members Present:

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

Executive Director:

Mike Pietrowski

CFO:

Jean Hurford

Human Resource:

Aaron Hodge

Public Relations Coordinator/Procurement Officer:

Ron Gorst

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

Item: Minutes from December 16, 2021

Sidney Miller motioned to approve minutes. Rick Nannie seconded the motion. All in favor. Motion amended.

Item: Check Register and Financial Register

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

Item: Action to approve the position of Operations Director and job descriptions to Shawnee MTD's Policy and Procedure Handbook.

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

Item: Action to approve the new organizational chart in Shawnee MTD's Policy and Procedure Handbook.

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

Item: Human Resource Update

Aaron Hodge provided the Human Resource update which included information about the new ELDT training that DOT now requires. 1 new termination and that annual training has begun for all employees.

Item: Public Relations/Procurement Update

Ron Gorst provided the Public Relations/Procurement Officer update that included that the bus shelter that was ordered in now back ordered until middle of February. The new maintenance position is going very well and we will be building an extra storage building to house most of the required equipment. Dispatch continues to cross train with 5 dispatchers currently. The fleet update included 4 busses down for repair, 2 needing replacement engines, 1 needs top end work and 1 has a fan clutch issue. There have been 5 incidents since the last board meeting, 2 involved hitting deer, 1 hit a parked car, 1 backed into a large rock and lastly 1 van was rear ended in Carbondale. We are still waiting on the final super medium duty bus from the last CVP awards.

Item: Administrative Update

Mike Pietrowski provided the Administrative Update which included that we received our internal audit findings and there as only 1 finding and has now been corrected. Land in Anna will be getting resurveyed before construction to start.

Item: Adjournment

At 9:53 AM Sidney Miller motioned to adjourn. Elmer Pullen seconded the motion. All in Favor. Motion passed.

Jim Clark

Jim Clark, Secretary



