

# GREATER PEORIA MASS TRANSIT DISTRICT

## MINUTES OF MEETING

**DATE:** October 12, 2009

**PLACE:** Greater Peoria Mass Transit District Offices

**TRUSTEES PRESENT:**

Don Shay – Chair  
James Polk – Vice Chair  
Sharon McBride – Treasurer  
Arthur Bell - Secretary  
Maxine Wortham – Trustee

**OTHERS PRESENT:**

William Wombacher – Legal Counsel  
Tom Lucek – First Transit  
Rick Tieken – First Transit  
Shewan Harris – First Transit  
John Stokowski – CityLink  
Christine Feng – CityLink  
John L. Anderson – CityLink  
Karl Stone – CityLink  
Alice Nobles Arn – CityLink  
Gary Howell – CityLink  
Sheila Saletzki – CityLink  
Ron Cox – ATU 416  
Joy E. Allen-Stone – MV Transportation  
Vincent Caldera – MV Transportation  
Roger Sparks – AAPLD  
Kathleen Ann Hillard – Bus Passenger  
Bob Burnes – Bus Passenger

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on October 12, 2009 at 5:30 PM.

1. **Roll Call** was taken by General Manager, Tom Lucek, and he reported that a quorum was present with all trustees except Maxine Wortham.
2. **Pledge of Allegiance:** Assistant General Manager of Operations, Shewan Harris, led the Pledge of Allegiance.
3. **Receipt and Reading of Minutes:** A motion was made by Trustee Art Bell to approve the Board Minutes from September 14, 2009 seconded by Trustee Sharon McBride. **Motion Passed.**
4. **Receipt and Reading of Communication:** None.

5. **Report of Officers:** Trustee Sharon McBride thanked Rick Tieken for the new planting at the Transit Center.

*\*For the record, Trustee Maxine Wortham was present at this time.*

6. **Report of Standing Committees:** None.

7. **Report of General Manager:**

**Program Development**

- John Stokowski and Joe Alexander along with James Polk will be attending the IDOT Planning Conference in Chicago, IL Oct 14-16<sup>th</sup>.

**Finance**

- Effective 10/1/09 our C.O.L.A. was 11 cents making the top operator rate \$22.90 per hour.
- The second major tax levy distribution of \$1,187,700.86 was received in September.
- ECHO draws of \$220,554 for FY 2006-2007 Federal grant was received on 9/28/09.

**Information Technology**

- Security cameras at the TC and the Admin offices have been adjusted and repaired.
- Selected a consulting firm to review the AT&T billings at no charge for possible cost savings.
- Gary Howell has continued to set up and upgrade weekly the server and internet security policies.

**Marketing**

- The EPCC Oktoberfest is October 22 at the Par-a-Dice Hotel and CityLink will have a booth.
- The Truck Stop sponsored by Junior League of Peoria will be held at Northwoods Mall on October 24. CityLink will have a bus there.
- In the process of taking new photos of employees to make a pictorial directory for maintenance and bus operators.
- Developing a new system for the advertising signs storage to free up space in the sign room.

**Union issues**

- We still have 1 unfair labor practice complaint filed against us which we have responded to; but, no hearing has yet been scheduled.
- Arbitration has been requested for the termination of a Maintenance employee who lost his CDL.
- L/M meetings are being postponed until after negotiations which will begin when Shirley Ammons, First Transit labor attorney, is available.

**Maintenance**

- Extra hand sanitizers and masks are in stock in preparation for the H1N1 flu virus. All hand rails, grab rails, steering wheels and controls are disinfected daily on buses.
- 09/20/09 vandals gained entry to GPMTD property. A 2001 Dodge ¾ ton 4x4 pickup was damaged beyond repair. This vehicle was used for mobile steam cleaning, water truck, bus stop/shelter maintenance, service calls and as a snow plow/salt truck in winter. We are seeking quotes for a replacement pickup from local dealers and through State of Illinois Purchase Plan.
- Landscape work at the TC was completed on 10/02. The garden has been updated with new plants and a tree has been replaced in the sidewalk along Adams St. All existing perennials were saved.

- Quotes have been received for cleanup of property adjoining the maintenance facility. There is a large amount of debris and brush in the wooded area on GPMTD property. Tires have been removed and will be disposed of through our tire supplier at minimal charge.
- Met with a representative from Day and Night Solar regarding grants available for solar projects. Most grant money available is for 75% funding, but some are 100% funded. Discussed solar panel use at bus shelters, TC and Administration Buildings.

#### **Special Services**

- John Williams presented information to the noon Peoria Lions Club.
- John Williams presented information to Sharon McBride's students at Bradley.
- John Williams was a Team Captain for Advocates for Access Wheel-A-thon fundraiser/Disability Awareness event on 10/10/2009. Members of the team include Shewan Harris, Tom Smith, Reggie Livingston, Joni Baldwin and Stephanie O'Hara. Team members raised additional funds through sales of raffle tickets.
- Trapeze , Scheduling program went live, on 10/01/2009
- John Williams held the first CityLink ADA committee meeting 9/29/09.
- CityLink received a partnership award for collaboration with the Illinois Agency on Aging.

#### **First Transit**

- FTU for Operations Supervisors was held at the Transit Center 9/29 – 10/1 with 12 Supervisors in attendance, three from CityLink.
- Rick Dunning became the SVP for TM effective October 1<sup>st</sup>.
- John Woodford, RVP, plans to attend the November Board meeting.

#### **GM Activities**

- I'll be in San Antonio, TX on Friday October 30<sup>th</sup> for my Diabetes testing.
- Attended the IPTA meeting in Oakbrook with Shewan Harris, John Stokowski, John Anderson, and Alice Arn.
- Attended the APTA annual meeting in Orlando with Sharon McBride, Maxine Wortham and Art Bell.
- Participated on an IPTA committee making recommendations to IDOT on how the new State Capital funds should be distributed.

*\*Sharon McBride commented on the APTA annual meeting and stated it was excellent and very interesting to hear praise from everyone about Secretary of Transportation Ray LaHood's attentiveness towards working with others. She also commended a job well done to Sheila Saletzki, Tom Smith, and Joni Baldwin for keeping the Employee Appreciation Day organized. CityLink employees seemed appreciative of the event.*

8. **Old Business:** None.

9. **New Business:**

**a. Resolution #10-14 Contract Award Recommendation Body-on-Chassis Paratransit Vehicles** – John Stokowski requested approval to purchase and deliver 20 Diesel and 11 Gas Body-on-Chassis Paratransit Vehicles from Southern Bus & Mobility. An Invitation for Bid for 56 vehicles over the next 5 years was sent out, initially purchasing and delivering 31 vehicles. Two bids were received, one from Midwest Transit Equipment and the other from Southern Bus and Mobility. Midwest Transit Equipment did not fully meet the specifications and was deemed to be nonresponsive; awarding the contract to Southern Bus and Mobility after a cost analysis was reviewed. The total amount of the award is \$2,218,709.00 and is funded through ARRA, Section 5307 and 5309 Grants, and local monies. This was motioned by Trustee Maxine Wortham and seconded by Trustee James Polk. **Motion passed. Roll Call Vote.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Sharon McBride - Treasurer	X			
Don Shay - Chairman	X			
James Polk – Vice Chair	X			
Maxine Wortham – Trustee	X			
Art Bell – Secretary	X			

**b. Settlement of Workers Compensation Claim #724 in the amount of \$23,252.01** – Attorney, William Wombacher sent out written notifications to all Board Members of Claim #724 and requested approval in the amount of \$23,252.01. This was motioned by Trustee Art Bell and seconded by Trustee Sharon McBride. **Motion passed.**

**c. September 2009 Financial Report – Board Bills Approval** - Christine Feng asked for approval of payment of invoices submitted. In September, the total monthly operating expenditures of \$1,621,709.76 represent 7.88% of the 2010 annual budget. This percentage is 0.45% less than the monthly budget projection. The major expenses for September are MV Transportation payment of \$157,300.03 (9.70%); Payroll expenses of \$575,244.98 (35.47%); Fuel Expenses of \$228,332.61 (14.08%); and Health Insurance totaling \$190,553.92 (11.75%). These significant expenditures are 71% of the total monthly operating expenditures. The vote was motioned by Trustee Art Bell and seconded by Trustee Maxine Wortham. **Motion passed.**  
**Roll Call Vote.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Sharon McBride - Treasurer	X			
Don Shay - Chairman	X			
James Polk – Vice Chair	X			
Maxine Wortham – Trustee	X			
Art Bell – Secretary	X			

10. **Public Comment:** Bob Burnes, passenger will set up meeting with Tom Lucek in regards to Bartonville Bus Service.

**Reminder of Future Meetings:**

November 9, 2009 and December 14, 2009 at the Administration Office, 5:30 PM.

The meeting was adjourned at 5:58 P.M.

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Arthur Bell, Secretary  
Board of Trustees