

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES  
OF THE  
ROCK ISLAND COUNTY METROPOLITAN MASS TRANSIT DISTRICT**

**January 27, 2021**

The regular meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Wednesday, January 27, 2021 at MetroLINK's Administrative Office in Moline, IL at 1:00 PM via in person, telephone conference or video conference with Chairperson Baecke presiding. The Recording Secretary called the roll of the Board Members.

Trustees Present via teleconference  
or videoconference

Robert Baecke – East Moline  
Berlinda Tyler-Jamison – Rock Island  
Maria Ontiveros – Moline  
Melinda Thorngren – Silvis  
Dave Krouth - Milan

Others Present

Jeff Nelson – General Manager  
Jennifer Hirsch – Manager of Administration  
Colleen Kasbohm – Director of Finance  
Heather Allen – Senior Accountant  
Chelsey Hohensee – Manager of Operations  
Jim Tuttle – Systems Administrator  
Greg Meldrum – IT Technician  
Devon White – Information Systems Coordinator  
Tanner Osing – Transportation Planner  
Tearani McDonald – Data Clerk  
Barb Springer – Recording Secretary  
Roger Strandlund – MetroLINK Legal Counsel

Trustees Absent/Excused

**Public with Business Before the Board**

None

**Approval of Minutes**

Trustee Ontiveros made a motion, with Trustee Krouth seconding, that the Minutes of the January 13, 2021 Board of Trustees meeting be approved. There being no further discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

**December 2020 Financial Statement**

Trustee Tyler-Jamison made a motion, with Trustee Krouth seconding, that the December 2020 Financial Statement be approved. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

### **December 2020 Invoices**

#### **Quad City Garage Policy Group**

Trustee Krouth made a motion, with Trustee Tyler-Jamison seconding, that the December 2020 Quad City Garage Policy Group invoices be approved for payment. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, and the Chairman declared the motion carried.

#### **MetroLINK**

Trustee Krouth made a motion, with Trustee Ontiveros seconding, that the December 2020 MetroLINK invoices be approved for payment. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, and the Chairman declared the motion carried.

### **Communications**

A news release was sent out earlier today announcing Mr. Nelson’s appointment to the APTA Chair.

### **Reports of Officers, Committees, and the General Manager**

#### **Ridership Report**

Trustee Krouth made a motion, with Trustee Thorngren seconding, to approve the December 2020 Ridership Report. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, and the Chairman declared the motion carried.

#### **Maintenance Report**

Trustee Ontiveros made a motion, with Trustee Tyler-Jamison seconding, to approve the December 2020 Maintenance Report. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, and the Chairman declared the motion carried.

#### **General Manager’s Report**

Mr. Nelson gave a brief state and federal legislative update and stated that our employees are still in the process of getting their Covid vaccines.

### **Old Business**

#### **Personnel**

None

### **New Business**

#### Resolution 2021-03 for Submittal of FFY-2021 Certifications & Assurances

Trustee Tyler-Jamison made a motion, with Trustee Thorngren seconding, to approve Resolution 2021-03 for the submittal of FFY2021 annual certifications and assurances. After discussion a roll call vote was taken showing all Trustees voting "Aye", and Chairman Baecke declared the motion carried.

#### Rebuild Illinois Grant Agreement and Resolution 2021-04

Trustee Krouth made a motion, with Trustee Thorngren seconding, to approve Resolution 2021-04 and the execution of the Illinois Department of Transportation Rebuild Illinois Capital Grant Agreement for the purchase of buses, chargers and streetscapes as noted in the board memo at a total estimated cost of \$18,462,000 with the State share of \$10,994,362. After discussion a roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

#### Resolution 2021-05 for Submittal of a Low or No Emission Bus Competitive Grant Program App in TRAMS

Trustee Tyler-Jamison made a motion, with Trustee Thorngren seconding, to approve Resolution 2021-05 and the submittal of a Capital Grant Application for Fiscal Year 2020 Low or No Emission Bus Competitive Grant Program funding for the purchase of up to five (5) 35' battery electric buses at a federal share of \$2,965,851. After discussion a roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

#### Consideration of a Recommendation for the Acquisition of Passenger Shelters

Trustee Krouth made a motion, with Trustee Tyler-Jamison seconding, to approve a contract award to Tolar Manufacturing for the acquisition of up to twenty five (25) transit shelters over a three year period with a not-to-exceed cost of \$383,375. After discussion a roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

#### Consideration of a Recommendation for the Purchase of Safety Management System (SMS) Software

Trustee Tyler-Jamison made a motion, with Trustee Krouth seconding, to execute a purchase agreement with Sospes in an amount not-to-exceed \$94,124.65 for setup and implementation, training, and three (3) years of licensing and maintenance/support for their Safety Management System (SMS) software product. After discussion a roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

Review of Closed Session Minutes

Trustee Thorngren made a motion, with Trustee Tyler-Jamison seconding, to approve Resolution 2021-06 on action pertaining to closed session minutes. After discussion a roll call vote was taken showing all Trustees voting "Aye", and the Chairman declared the motion carried.

**Other Business**

None

**Adjourn**

At 1:50 PM Chairman Baecke entertained a motion to adjourn. Trustee Krouth made the motion to adjourn.

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Barbara Springer, Recording Secretary

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Robert Baecke, Chairman

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Maria Ontiveros, Secretary-Treasurer