

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

February 28, 2018

The Regular Meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Wednesday, February 28, 2018 at 1:00 PM at the Administrative Offices located at 1515 River Drive in Moline, Illinois with Vice Chairman Wilson presiding. The Vice Chairman asked the Recording Secretary to call the roll of the Board Members.

Trustees Present

Jerry Wilson – Milan
Robert Baecke – East Moline
Katharine Lohse – Silvis

Trustees Absent/Excused

Lawrence Lorensen – Moline
Berlinda Tyler-Jamison – Rock Island

Others Present

Jeff Nelson – General Manager
Jennifer Hirsch – Manager of Administration
Carol Brenner – Payroll & Benefits Administrator
Colleen Kasbohm – Director of Finance
Don Krueger – Director of Risk Management & Security
Heather Allen – Finance & Procurement Coordinator
Jeanette Amidon – Program Coordinator
Kelly Brinkman – Director of Human Resources
Jim Tuttle – Systems Administrator
Devon White – IT Technician
Chelsey Hohensee – Manager of Operations
Ralph Beswick – Director of Operations
Matt Simaytis – Director of Maintenance
Luke Hansen - Facilities Engineer
Todd Franzen – Transportation Coordinator
Claudia Brewer – Center Station Supervisor
Barb Springer – Recording Secretary
Roger Strandlund – Califf & Harper

Public with Business Before the Board

None

Approval of Minutes

Trustee Baecke made a motion, with Trustee Lohse seconding, that the Minutes of the February 14, 2018 Board of Trustees meeting be approved. There being no further discussion, the Vice Chairman called for a vote. With all Trustees present voting “Aye”, Vice Chairman Wilson declared the motion carried.

January 2018 Financial Statement

Trustee Lohse made a motion, with Trustee Baecke seconding, that the January 2018 Financial Statement be approved. After discussion, the Vice Chairman called for a vote. With all Trustees present voting "Aye", Vice Chairman Wilson declared the motion carried.

January 2018 Invoices

Quad City Garage Policy Group

Trustee Baecke made a motion, with Trustee Lohse seconding, that the January 2018 invoices for the Quad City Garage Policy Group be approved for payment. After discussion, the Vice Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Vice Chairman Wilson declared the motion carried.

MetroLINK

Trustee Baecke made a motion, with Trustee Lohse seconding, that the January 2018 MetroLINK invoices be approved for payment. After discussion, the Vice Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Vice Chairman Wilson declared the motion carried.

Communications

None

Reports of Officers, Committees, and the General Manager

Ridership Report

The January Ridership Report was reviewed. Trustee Baecke made a motion, with Trustee Lohse seconding, to approve the report. After discussion, the Vice Chairman called for a vote. With all Trustees present voting "Aye", Vice Chairman Wilson declared the motion carried.

Maintenance Report

Mr. Simaytis reviewed the January Monthly Maintenance Report for the Garage. Trustee Lohse made a motion, with Trustee Baecke seconding, to approve the report. After discussion, the Vice Chairman called for a vote. With all Trustees present voting "Aye", Vice Chairman Wilson declared the motion carried.

General Manager's Report

Mr. Nelson gave a brief report. He mentioned that he will be at a roundtable discussion in Washington, DC later this week, and reminded all of the electric bus open house on March 1.

Old Business

Personnel – No updates

Multi-Modal Station – Mr. Nelson reported that the hotel will be holding a grand opening on Thursday, March 15, from 4-7 PM.

New Business

Issuance of a Public Notice for Landscaping Services

Trustee Baecke made a motion, with Trustee Lohse seconding, to prepare and publish a Public Notice of the Request for Proposals (RFP) for Landscaping Services, and to proceed with the issuance of the RFP package; to identify qualified, responsive and responsible Proposers. After discussion, the Vice Chairman called for a vote. With all Trustees present voting “Aye”, Vice Chairman Wilson declared the motion carried.

Issuance of a Public Notice for HVAC Services

Trustee Lohse made a motion, with Trustee Baecke seconding, to prepare and publish a Public Notice of the Request for Proposals (RFP) for HVAC Services, and to proceed with the issuance of the RFP package; to identify qualified, responsive and responsible Proposers. After discussion, the Vice Chairman called for a vote. With all Trustees present voting “Aye”, Vice Chairman Wilson declared the motion carried.

FY2019-2022 EEO Program

Trustee Baecke made a motion, with Trustee Lohse seconding, to approve MetroLINK’s FY2019-2022 Equal Employment Opportunity Program. After discussion, the Vice Chairman called for a vote. With all Trustees present voting “Aye”, Vice Chairman Wilson declared the motion carried.

Other Business

Atty. Strandlund would like to clarify the subject and provision for the Executive Session for the minutes of the February 14, 2018 meeting. He will review and bring up any changes for approval at the next Board of Trustees meeting if necessary.

Adjourn

At 1:30 p.m. Vice Chairman Wilson entertained a motion to adjourn. Trustee Baecke made the motion to adjourn.

Barbara Springer, Recording Secretary

Jerry Wilson, Vice Chairman

Robert J. Baecke, Secretary /Treasurer