

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

March 28, 2018

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

Trustees Present

Lawrence Lorensen – Moline
Jerry Wilson – Milan
Robert Baecke – East Moline
Berlinda Tyler-Jamison – Rock Island
Katharine Lohse – Silvis

Trustees Absent/Excused

Others Present

Jennifer Hirsch – Manager of Administration
Colleen Kasbohm – Director of Finance
Heather Allen – Senior Accountant
Jeanette Amidon – Program Coordinator
Kelly Brinkman – Director of Human Resources
David Soliz – Transportation Planner
Jim Tuttle – Systems Administrator
Devon White – IT Technician
Chelsey Hohensee – Manager of Operations
Ralph Beswick – Director of Operations
Matt Simaytis – Director of Maintenance
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 Tyler-Jamison seconding, that the Minutes of the March 14, 2018 Board of Trustees meeting be approved. There being no further discussion, the Chairman called for a vote. With all Trustees voting “Aye”, Chairman Lorensen declared the motion carried.

February 2018 Financial Statement

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

February 2018 Invoices

Quad City Garage Policy Group

Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, that the February 2018 invoices for the Quad City Garage Policy Group be approved for payment. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting “Aye”, and Chairman Lorensen declared the motion carried.

MetroLINK

Trustee Baecke made a motion, with Trustee Wilson seconding, that the February 2018 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 Chairman Lorensen declared the motion carried.

Communications

Mrs. Hirsch invited the Board to attend the electric bus rollout on Monday, April 16, at 2 PM. The event will be held at SouthPark Mall in the JC Penney south parking lot.

Reports of Officers, Committees, and the General Manager

Ridership Report

The February Ridership Report was reviewed. Trustee Tyler-Jamison made a motion, with Trustee Wilson seconding, to approve the report. After discussion, the Chairman called for a vote. With all Trustees voting “Aye”, Chairman Lorensen declared the motion carried.

Maintenance Report

Mr. Simaytis reviewed the February Monthly Maintenance Report for the Garage. Trustee Baecke made a motion, with Trustee Wilson seconding, to approve the report. After discussion, the Chairman called for a vote. With all Trustees voting “Aye”, Chairman Lorensen declared the motion carried.

General Manager’s Report

Mrs. Hirsch reported that the President has signed the omnibus spending bill.

Old Business

Personnel – Mrs. Hirsch introduced David Soliz, the newly hired Transportation Planner.

Multi-Modal Station – No report

New Business

FY2017 Audit Presentation - Martin Hood

Mr. Greg Douglas, Sr. Manager at Martin Hood, reviewed the FY2017 audit and answered any questions presented by the Board. The Board will examine the audit further and approval of the audit will be an agenda item at the next meeting on April 11, 2018.

Approval of Revised Procurement Manual

Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, to implement the MetroLINK Procurement Manual Revision #11. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting "Aye", and Chairman Lorensen declared the motion carried.

TrAMS User Roles

This agenda item was postponed until the next meeting on April 11, 2018.

Certifications and Assurances

Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, to approve Resolution 2018-03 for the submittal of FFY-2018 Annual Certifications and Assurances. After discussion, Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, to withdraw this motion. This agenda item was postponed until the next meeting on April 11, 2018.

Public Hearing Regarding the Submittal of a State Capital Consolidated Vehicle Procurement (CVP Grant

Trustee Baecke made a motion, with Trustee Wilson seconding, to publish a notice and schedule a Public Hearing to obtain comment on the submission of a State Capital Consolidated Vehicle Procurement (CVP) Grant for two (2) minivans, one (1) 12 passenger vehicle and one (1) 14 passenger vehicle at a total estimated cost of \$202,000. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting "Aye", and Chairman Lorensen declared the motion carried.

Facility Landscaping Services

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to award a contract to Heritage Landscape Design for Landscaping Services at MetroLINK facilities. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting "Aye", and Chairman Lorensen declared the motion carried.

Liability Insurance Renewals 2018-2019

Trustee Lohse made a motion, with Trustee Tyler-Jamison seconding, to approve the 2018-2019 insurance premiums for general liability and commercial auto. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees voting "Aye", and Chairman Lorensen declared the motion carried.

Other Business

Atty. Strandlund will brief the Board on the APTA Legal Affairs Conference that he attended at the next meeting. Mr. Lorensen mentioned to the Board that they need to complete and return the ethics form to Karen Kinney, Rock Island County Clerk. Mrs. Garrity discussed the River Action Channel Cat Talks relating to the bridge construction.

Adjourn

At 2:45 p.m. Chairman Lorensen entertained a motion to adjourn. Trustee Baecke made the motion to adjourn.

Barbara Springer, Recording Secretary

Lawrence Lorensen, Chairman

Robert J. Baecke, Secretary /Treasurer