

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

April 11, 2018

The Regular Meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Wednesday, April 11, 2018 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
Ms. Tyler-Jamison – Rock Island
Katharine Lohse - Silvis

Others Present

Jeff Nelson – General Manager
Jennifer Hirsch – Manager of Administration
Carol Brenner – Payroll & Benefits Administrator
Colleen Kasbohm – Director of Finance
Dave Soliz – Transportation Planner
Don Krueger – Director of Risk Management & Security
Heather Allen – Procurements and Grants Coordinator
Jeanette Amidon – Program Coordinator
Kelly Brinkman – Director of Human Resources
Jim Tuttle – Systems Administrator
Devon White – IT Technician
Chelsey Hohensee – Manager of Operations
Mitch Pannell – Assistant Director of Operations
Matt Simaytis – Director of Maintenance
Barb Springer – Corporate Secretary
Roger Strandlund – MetroLINK Legal Counsel
Bryan Schmid – Senior Planner Bi-State Regional Commission

Trustees Absent/Excused

Lawrence Lorensen – Moline

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 28, 2018 Board Meeting be approved. There being no discussion the Vice Chairman called for a vote. With all Trustees present voting “Aye”, the Vice Chairman declared the motion carried.

Communications

Mr. Nelson mentioned the recent media releases’ regarding funding that has been received for the purchase of additional electric buses and chargers. He also reminded the board of the electric bus PR event next Monday at 2:00 PM in the JC Penney parking lot at South Park Mall.

Reports of Officers, Committees, and the General Manager

Mr. Nelson gave a brief federal and state update.

Old Business

Personnel

Mr. Nelson informed the board that he has received notification from the union to open the collective bargaining for the CSR's.

Multi-Modal Facility

Mr. Nelson reported that the final punch list is being worked through towards the completion of the project. IMEG is currently working on the redesign of the sky bridge.

FY2018 Audit

Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, to approve the FY2017 Audit as presented last month. There being no 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.

TrAMS User Roles Update

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to remove this discussion item from the table. All Trustees present voting "Aye", the Vice Chairman declared the motion carried. Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to approve the submittal of the Designation of Authority letter to FTA to update TrAMS user roles. 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.

Resolution 2018-03 for Submittal of FFY-2018 Annual Certifications and Assurances

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to remove this discussion item from the table. All Trustees present voting "Aye", the Vice Chairman declared the motion carried. Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, to approve Resolution 2018-03 and the submittal of FFY-2018 Annual Certifications and Assurances. After discussion the 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.

New Business

Submittal of a Budget Revision to IL-90-x0732, IL-90-x746 and IL-2016-012

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to approve the preparation and submission of three Budget Revisions totaling \$92,912.21 on IL-90-x0732, IL-90-x746 and IL-2016-012. 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.

Systems Safety Program Plan Revisions

Trustee Baecke made a motion, with Trustee Lohse seconding, to approve and implement the MetroLINK System Safety Program Plan Revision #3. There being no 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.

Facility HVAC Services Contract

Trustee Tyler-Jamison made a motion, with Trustee Lohse seconding, to award a three year contract with two option years to Total Maintenance Inc. for preventative maintenance HVAC services at MetroLINK facilities subject to legal counsel’s review. The total of the preventative maintenance services shall not exceed \$38,248 annually; however, POs will be issued for additional repair work and filter changes at the rates described. There being no 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.

Other Business

None

Adjourn

At 1:40 PM, Vice Chairman Wilson entertained a motion to adjourn. Trustee Baecke made the motion to adjourn and the Vice Chairman declared the motion carried.

Barbara Springer, Recording Secretary

Jerry Wilson, Vice Chairman

Robert J. Baecke, Secretary /Treasurer