

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

April 22, 2020

The regular meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Wednesday, April 22, 2020 via telephone conferencing or videoconference with Chairperson Baecke presiding. The Chairperson asked the Recording Secretary to call the roll of the Board Members.

Trustees Present via teleconference
or videoconference

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

Trustees Absent/Excused

Others Present

Jeff Nelson – General Manager
Jennifer Hirsch – Manager of Administration
Colleen Kasbohm – Director of Finance
Heather Allen – Senior Accountant - teleconference
Chelsey Hohensee – Manager of Operations
Jim Tuttle – Systems Administrator - teleconference
Greg Meldrum – IT Technician
Tanner Osing – Transportation Planner - teleconference
Barb Springer – Recording Secretary
Roger Strandlund – MetroLINK Legal Counsel - teleconference
Nate Warman – Martin Hood LLC – teleconference
Greg Douglas – Martin Hood LLC - teleconference

Public with Business Before the Board

None

Approval of Minutes

Trustee Tyler-Jamison made a motion, with Trustee Ontiveros seconding, that the Minutes of the April 8, 2020 Board of Trustees meeting be approved. There being no further discussion, the Chairman called for a vote. With all Trustees voting “Aye”, Chairman Baecke declared the motion carried.

March 2020 Financial Statement

Trustee Ontiveros made a motion, with Trustee Thorngren seconding, that the March 2020 Financial Statement be approved. After discussion, the Chairman called for a vote. With all Trustees voting “Aye”, Chairman Baecke declared the motion carried.

March 2020 Invoices

Quad City Garage Policy Group

Trustee Wilson made a motion, with Trustee Tyler-Jamison seconding, that the March 2020 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 Baecke declared the motion carried.

MetroLINK

Trustee Tyler-Jamison made a motion, with Trustee Ontiveros seconding, that the March 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 Chairman Baecke declared the motion carried.

Communications

Mrs. Hirsch had previously sent a link to a video for all board members to review. She mentioned that she had also done interviews with all three of the major networks for public outreach.

Reports of Officers, Committees, and the General Manager

Ridership Report

Trustee Tyler-Jamison made a motion, with Trustee Thorngren seconding, to approve the February and March 2020 Ridership Reports. With all Trustees voting “Aye”, Chairman Baecke declared the motion carried.

Maintenance Report

Trustee Wilson made a motion, with Trustee Ontiveros seconding, to approve the February and March 2020 Maintenance Reports. With all Trustees voting “Aye”, Chairman Baecke declared the motion carried.

General Manager’s Report

Mr. Nelson reported that due to the Covid-19 virus diligent bus cleaning continues, no fares will be collected through May, masks, gloves and face shields have been distributed, more hand sanitizing stations have been installed and riders have been requested to wear masks via social media. Service has not been reduced with the exception of school and ARC routes.

Old Business

Personnel

Ratification of COVID-19 Policy & Temporary Emergency Work Directive Policies

Trustee Tyler-Jamison made a motion, with Trustee Wilson seconding, to ratify the COVID-19 Policy and the Temporary Emergency Work Directive Policy. A roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

New Business

FY2019 RICMMTD Audit Presentation and Acceptance

A presentation of the FY2019 audit of the District was reviewed by our auditing firm with a clean audit opinion issued. Trustee Ontiveros made a motion, with Trustee Tyler-Jamison seconding, to approve the FY District audit as presented. After discussion a roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

Multi-Modal Station: General Constructors Change Order #2

Trustee Ontiveros made a motion, with Trustee Thorngren seconding, to execute a Change Order #2 with General Constructors at a cost of \$17,953. After discussion, a roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

IDOT Downstate Operating Assistance Program – FY2021 Application Submission

Trustee Tyler-Jamison made a motion, with Trustee Ontiveros seconding, to approve the submission of this grant application in order to receive the FY21 contract from IDOT. After discussion, a roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

Resolution 2020-10 for submittal of a CARES Act Grant Application

Trustee Tyler-Jamison made a motion, with Trustee Ontiveros seconding, to approve Resolution 2020-10 and the submittal of a Capital Grant Application for Fiscal year 2020 Cares Act Grant for the funding of the projects named totaling \$8,845,043. After discussion, a roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

Resolution 2020-11 for Submittal of a Passenger Ferry Grant Program Application

Trustee Thorngren made a motion, with Trustee Ontiveros seconding, to approve Resolution 2020-11 and concurrence on the preparation and TRAMS submittal of a Capital Grant Application for Passenger Ferry Grant funding (FTA Section 5307) at an amount of up to \$1,500,000 (80% Federal/20% City of Davenport) for the design and construction of a new Village of East Davenport dock and related passenger amenities as discussed. After discussion, a roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

Paratransit and Risk Management Services Amendment #1 and Vehicle Lease Agreement Amendment #4 with Coordinated Transportation Development (CTD)

Trustee Wilson made a motion, with Trustee Ontiveros seconding, to approve the Paratransit and Risk Management Services Agreement Amendment #1 and Vehicle Lease Agreement Amendment #4 with Coordinated Transportation Development (CTD) for vehicle leases. After discussion, a roll call vote was taken showing all Trustees voting “Aye”, and Chairman Baecke declared the motion carried.

Issuance of a Public Notice for OMC HVAC and Domestic Water Modifications

Trustee Tyler-Jamison made a motion, with Trustee Ontiveros seconding, to approve the publication of a public notice and release of an Invitation for Bid (IFB) for HVAC and domestic water modifications to the Operations and Maintenance Center. After discussion, a roll call vote was taken showing all Trustees voting "Aye", and Chairman Baecke declared the motion carried.

Other Business

Brief discussion was held regarding the possibility of spring floods.

Adjourn

At 2:09 PM Chairman Baecke entertained a motion to adjourn. Trustee Ontiveros made the motion to adjourn.

Barbara Springer, Recording Secretary

Robert Baecke, Chairman

Jerome Wilson, Secretary /Treasurer