

August 22, 2024
Shawnee Mass Transit District
Minutes
Shawnee Mass Transit District
100 Smart Drive
Vienna, Illinois 62995

Members Present:

Nancy Doss
Rick Nannie
Elmer Pullen
Jim Clark
Sidney Miller

Executive Director:

Mike Pietrowski

CFO:

Jean Hurford

Human Resource:

Aaron Hodge

Operations Director:

Ron Gorst

The meeting was called to order by Nancy Doss at 9:00 a.m.

Item: Minutes from July 25, 2024

Jim Clark motioned to approve minutes. Elmer Pullen seconded the motion. All in favor. Motion passed.

Item: Check Register and Financial Register for July 2024

Rick Nannie motioned to approve the Check Register and Financial Update. Elmer Pullen seconded the motion. All in favor. Motion passed.

Item: Discussion and possible action to approve Resolution 129 – Resolution Authorizing Execution and Amendment of Federal 5311 Grant Agreement – Agreement OP-25-36-ICB.

Nancy Doss introduced Resolution number 129. Pole vote was taken: Jim Clark-Yes, Elmer Pullen-Yes, Nancy Doss-Yes, Sidney Miller-Yes and Rick Nannie-Yes. Jim Clark motioned to approve resolution number 129. Elmer Pullen seconded the motion. All in favor. Motion Passed.

Item: Discussion and possible action to approve Resolution 130 – Resolution Authorizing Execution and Amendment of Federal 5311 Grant Agreement – Agreement OP-25-36-FED.

Nancy Doss introduced Resolution number 130. Pole vote was taken: Jim Clark-Yes, Elmer Pullen-Yes, Nancy Doss-Yes, Sidney Miller-Yes and Rick Nannie-Yes. Jim Clark motioned to approve resolution number 130. Elmer Pullen seconded the motion. All in favor. Motion

Passed.

Item: Discussion and possible action to approve Resolution 131 – Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Agreement – Agreement OP-25-36-IL.

Nancy Doss introduced Resolution number 131. Pole vote was taken: Jim Clark-Yes, Elmer Pullen-Yes, Nancy Doss-Yes, Sidney Miller-Yes and Rick Nannie-Yes. Jim Clark motioned to approve resolution number 131. Elmer Pullen seconded the motion. All in favor. Motion Passed.

Item: Discussion and Action to approve Shawnee Mass Transit Districts Abbreviated EEO Policy

Elmer Pullen motioned to approve the Abbreviated EEO Policy. Jim Clark seconded the motion. All in favor. Motion passed.

Item: Discussion and Action to sign Conflict of Interest Policy for Board members

No motion needed. All board members signed conflict of interest policy.

Item: Human Resource Update

Aaron Hodge provided the Human Resource update which included 2 new hires. 1 notice due to moving out of town and 1 termination. The last new hire drivers have all passed CDL exam and is now working in Vienna and Massac depots. The family picnic will now be on September 28th at Ullin Park. We also had 1 promotion in our dispatch department for the dispatcher supervisor position.

Item: Operations Director Update

Ron Gorst provided the Operations Director update and mentioned that we promoted a dispatcher to become the new dispatch supervisor for the department. This should streamline that department. Route changes are being discussed with this new position to make routes more efficient. A new dialysis route is coming soon to increase efficiency. We also had 1 incident and we disposed of 2 maintenance vehicles.

Item: Administrative Update

Mike Pietrowski provided the Administrative Update which included that we met with Vienna about the land purchase for the new training center and that is now complete. Leaving on September 4th for IPTA conference. We met with Cape Transit to ensure future changes to routes works well with their system to better serve both areas and clients.

Item: Adjournment

At 9:54 AM Sidney Miller motioned to adjourn. Elmer Pullen seconded the motion. All in Favor. Motion passed.

Jim Clark, Secretary