

August 21, 2025
Shawnee Mass Transit District
Minutes
Shawnee Mass Transit District
100 Smart Drive
Vienna, IL 62995

Members Present:

Nancy Doss
Rick Nannie
Jim Clark
Sidney Miller
Chris Cromeenes

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 31, 2025

Jim Clark motioned to approve minutes. Rick Nannie seconded the motion. All in favor. Motion passed.

Item: Check Register and Financial Register for July 2025

Jim Clark motioned to approve the Check Register and Financial Update. Sidney Miller seconded the motion. All in favor. Motion passed.

Item: Discussion and Action to approve Resolution 134: Authorizing Execution and Submission of community rides grant application. Jim Clark motioned to approve Resolution 134, Authorizing Execution and Submission of community rides grant application. Sidney Miller seconded the motion. All in favor. Motion passed.

Item: Discussion and Action to approve the updated Shawnee Mass Transit District Handbook. Rick Nannie motioned to approve the updated handbook. Chris Cromeenes seconded the motion. All in favor. Motion passed.

Item: Discussion and Action to authorize a banking relationship with U.S. Bank. A discussion was held regarding the establishment of a banking relationship with U.S. Bank and granting of authority to the Chief Financial Officer and Executive Director to open and manage accounts, transfer funds, sign checks, and conduct all necessary financial transactions on behalf of the organization. No motion was made on the item; therefore, no

action was taken, and the item was not approved.

Item: Discussion and Action to authorize a banking relationship with Southern Bank and to grant authority to the Chief Financial Officer (Jean Hurford) and Executive Director (Michael Pietrowski) to open and manage accounts, transfer funds, sign checks, and conduct all necessary financial transactions on behalf of the organization. Jim Clark motioned to approve banking relationship with Southern Bank. Sidney Miller seconded the motion. All in favor. Motion passed.

Item: Discussion and Action to authorize a banking relationship with Southern Trust Bank (Vienna Location) and to grant authority to the Chief Financial Officer (Jean Hurford) and Executive Director (Michael Pietrowski) to open and manage accounts, transfer funds, sign checks, and conduct all necessary financial transactions on behalf of the organization. Jim Clark motioned to approve banking relationship with Southern Trust (Vienna Location). Sidney Miller seconded the motion. All in favor. Motion passed.

Item: Discussion and Action to authorize a banking relationship with SIU Credit Union. A discussion was held regarding the establishment of a banking relationship with SIU Credit Union and granting of authority to the Chief Financial Officer and Executive Director to open and manage accounts, transfer funds, sign checks, and conduct all necessary financial transactions on behalf of the organization. No motion was made on the item; therefore, no action was taken, and the item was not approved.

Item: Human Resource Update

Aaron Hodge provided the Human Resources update. An employee from the Mounds location will be retiring, and a retirement party is scheduled for August 28th at 11:00 a.m. The annual employee picnic will be held on September 13th at 11:00 a.m. at Ullin Park. Interviews will be conducted for the Lead Driver position in Metropolis. In addition, the Safety Manager is providing new training to all drivers regarding appropriate contact when securing passengers with disabilities.

Item: Operations Director Update

Ron Gorst provided the Operations Director's update. The transition to paperless operations has been maintained and is progressing well, with drivers saving approximately 10–15 minutes per day as a result. Work is underway with the new Lead Driver in Metropolis to develop strategies for increasing ridership in that area. The IMPACT process is proceeding as planned and is expected to be approved soon. The shop reported two incidents since the last board meeting, and four buses are currently out of service for repairs. Of the newly delivered buses, only one remains to be placed into service pending installation of its camera system.

Item: Administrative Update

Mike Pietrowski provided the administrative update. Board meeting headshots will be taken at the next board meeting. An updated survey is required by IDOT for the new training center in order to obtain building approval. The annual audit has been completed with zero findings.

Item: Adjournment

At 10:06 AM Rick Nannie motioned to adjourn. Sidney Miller seconded the motion. All in Favor. Motion passed.

Jim Clark

Jim Clark, Secretary

MP


