

**ST. CLAIR COUNTY TRANSIT DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
August 21, 2018**

Present:

Richie Meile, Chairman
Herb Simmons, Trustee
Lonnie Mosley, Trustee
Mike Sullivan, Trustee
Ken Sharkey, Managing Director
Taulby Roach, Development Programming Associates
John Baricevic, Attorney
Tony Erwin, SCCTD

Absent:

Walter Jackson, Metro
Hollie Etling, SCCTD

Call to Order:

The meeting was called to order by Chairman Meile, at 5:30 pm.

Introduction of Guests: None

Public Comment: None

Approval of Minutes:

A motion was made by Mr. Simmons and seconded by Mr. Sullivan to approve the minutes of the July 17, 2018 Board Meeting. The motion passed unanimously in a voice vote.

Incoming Claims and Additions to the Agenda: None

Reports:

- Ken Sharkey
 - Mr. Sharkey presented the following handouts for information:
 - Draft SCCTD Letterhead
 - SCC Sheriff Watson MetroLink Patrol Report
 - SCCTD check register
 - Mr. Sharkey advised due to the number of surplus ATS vehicles we would not be needing the two (2) ATS Vans previously approved. A motion was made by Mr. Simmons and seconded by Mr. Sullivan to resend the purchase of the two (2) ATS Vans previously approved. The motion passed unanimously in a voice vote.
 - Mr. Sharkey advised SCCTD would have surplus ATS Vans possibly for sale. One of the vans would be donated to the Promise Center in East St Louis.
 - Mr. Sharkey advised SCCTD will have surplus office furniture available to various County office and nonprofit organizations.
 - Mr. Sharkey advised the PCC pads for the shelters at 25th & State would be completed this week and shelters installed by Metro next week. He continued by offering the Board to provide suggestions for possible new locations for shelters.
 - Mr. Sharkey advised beginning in October the Belleville Station will be the location for issuing the Benefit Access Passes and Senior Passes. The passes would be available on Tuesday and Thursday

for each week. The number of times the badges will be issued will increase from two (2) days a month to eight (8) days a month.

- Mr. Sharkey presented an analysis on Redbird Express ridership comparing the first 62 games of the 2018 season to the first 62 games of the 2017 season. He noted that ridership is up 8% with no advertising and numbers are expected to rise. Mr. Sharkey also expressed his concern over operators not signing up to work the Redbirds.
- Mr. Sharkey advised the Board that he is planning to restructure the SCCTD Staff following the Red Birds Season.
- Mr. Sharkey advised the Board the move to the new office would be around the middle to late September. He also advised he would be renting storage unit to store the SCCTD records due to State requirements. Mr. Sharkey advised SCC would be providing SCCTD 6 parking stalls for the staff. He advised the SCCTD fleet would be parked at the Scheel St.
- Mr. Mosley discussed the SCCTD letterhead presented earlier and made a motion to accept the letterhead presented. It was seconded and approved by the Board.
- Taulby Roach
 - Mr. Roach presented the Board a breakdown of cost for the proposed ATS camera system and operation. He presented the dollars needed and how it would be paid for and where the funds would come from. Mr. Roach advised the majority of the funds would come from SWIC. Mr. Roach recommended to the Board to use Throttenet to implement the camera system with ProVision. Mr Simmons asked about the performance of the proposed camera system and Mr. Roach explained and outlined the proposed camera system and minor changes to the system, which would make the system more up to date. Mr. Sharkey advised most transit entities have cameras in their system to better protect the agency and the drivers.
 - Mr. Baricevic asked about the performance of the software and the maintaining of the equipment and Mr. Roach explained and outlined to the Board. Mr. Roach further explained regarding the retrieval of the data. Mr. Simmons asked who would provide the data if necessary when needed. Mr. Roach advised it would be the ATS Safety Manager and the ATS Manager.
 - Mr. Simmons asked if the system is web based and Mr. Roach advised it was not and the data would be stored in a rack for a time of 6 months or longer if necessary. Mr. Simmons went further to ask if the software would be outdated after a certain time. Mr. Roach explained the system is a 3 year software system and would have to be evaluated every few years so that the system is always up to date.
 - Mr Baricevic asked who would own the data and Mr. Roach advised that SCCTD would be the owner of the system since SWIC is essentially a subcontractor to SCCTD regarding the ATS Bus system. Mr. Sharkey advised it would be outlined in the Service Agreement regarding the concerns of maintenance and ownership of the camera system. Mr. Roach further outlined and explained to the Board. Mr. Baricevic also asked the question regarding the procedures for reporting an incident. Mr. Roach explained that procedures and protocol would have to be prepared and discussed with ATS and the drivers.
 - A motion was made by Mr. Simmons and seconded by Mr. Mosley to approve Throttenet to work with ProVision and ATS to install the ATS Camera System. The motion passed unanimously in a voice vote.
- Mr. Sharkey presented the and requested to the Board to Terminate Advanced Programming, Consulting & Integration, LLC (APCI) as SCCTD's VCIO. Mr. Sharkey advised the Board the termination was discussed with SCCTD's attorney. Mr, Baricevic advised the Board the termination would be without cause as outlined in the 30 day provision. He further advised that SCCTD would pay for services rendered as outlined in the current agreement until the end of September 2018. Mr. Sharkey advised the Board upon their approval he would work with Mr. Baricevic on the preparation of the termination letter and send it registered mail.
 - A motion was made by Mr. Sullivan and seconded by Mr. Simmons to approve the termination of APCI as SCCTD VCIO. The motion passed unanimously in a voice vote.

- Mr. Roach presented the CFO report
 - Mr. Roach outlined and reported the following;
 - GATA & SAM documents are completed. Anticipate getting a response from IDOT shortly
 - CMT Handout regarding their 34th Annual Meeting on Sept 7, 2018. Mr. Roach recommended the Board attend. All Board members tentatively agreed to attend.
 - Ribbon Cutting for the Front Street improvement is Scheduled to be on Thursday, August 30, 2018 at 2:00 pm. He advised Senator Durbin would be attending along with all other financial contributors.

Mr. Baricevic

- Mr. Baricevic advised no new information to report.

Under Financial Matters:

Nothing to report

Under Old Business:

Mr. Sharkey advised he would be using a Drone to fly the Mall Parking lot to present to the St. Clair Mall to renegotiate the lease agreement.

Under New Business:

Nothing to report

Board Member Comments:

- No new comments

Next Meeting: Adjournment 6:34 pm

There being no further business the Chairperson Meile reminded everyone that the next Board meeting will be September 18, 2018, the Chairperson entertained a motion to adjourn the meeting. A motion to adjourn was made by. The motion passed unanimously in a voice vote.