

**ST. CLAIR COUNTY TRANSIT DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
April 17, 2018**

Present:

Lonnie Mosley, Trustee
Richie Meile, Chairman
Herb Simmons, Trustee
Ken Sharkey, Managing Director
Taulby Roach, Development Programming Associates
John Baricevic, Attorney
Steven Langendorf – Sheffel Boyle CPA
Hollie Etling - SCCTD
Tony Erwin, SCCTD
Walter Jackson, Metro

Call to Order:

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

Introduction of Guests: None. All present attendees listed above.

Approval of Minutes:

A motion was made by Lonnie Mosley and seconded by Mike Sullivan to approve the minutes of the March 13, 2018 Board Meeting. The motion passed unanimously in a voice vote.

Incoming Claims and Additions to the Agenda: Mr. Roach advised the Citizens for Modern Transit Agreement needed to be added to the Agenda and would present it during his report.

Reports:

- Steven Langendorf, CPA
 - Mr. Langendorf introduced himself and advised the Board he came to present and overview and outline the highlights of the audit. Mr. Roach interjected and advised the Board that having the accountant attend the meeting and present the audit is a requirement of the GATA, Grant Accountability and Transparency Act. Mr. Langendorf continued and said his opinion is he feels it a clean opinion of the SCCTD finances.
 - Mr. Langendorf advised regarding compliance there was only 4 deficiencies. Mr. Langendorf went over the deficiencies outlining them, but emphasized they were not issues to be overly concerned. Mr. Simmons and Mr. Mosley questioned are the deficiencies by addressed, Mr. Roach interjected and advised all of the issues are being addressed and it has been taken care of. They have been discussed with the State represented Glen Groesch and the SCCTD is working to keep him better informed.
 - Mr. Langendorf continued outlining the DOAP portion of the report as explained on pages 33-41 of the audit report. Mr. Sharkey reported that Taulby and him would be in Chicago next week meeting the State to discuss further. Mr. Roach interjected and further outlined what they would be meeting about with the State next week in Chicago. Taulby continued that regarding audit process it is the Auditors responsibility to present the audit and their finders. Mr. Roach continued to explain to the Board the funding provided by the DOAP is very complicated and it is important the Board is aware and kept informed.
 - Mr. advised he would leave a copy of an outline noting his findings with the Board and if they had any questions to feel free to ask.

- Motion was made by Herb Simmons and 2nd by Mike Sullivan to accept the report as presented. 4 ayes – 0 nays
- Ken Sharkey
 - Exhibit A – Mr. Sharkey presented Bill Grogan’s consultant agreement to the Board for their approval. Mr. Simmons asked Mr. Sharkey’s opinion as to if bringing Mr. Grogan on board was worthwhile. Mr. Sharkey responded that with Bill’s experience and contacts he could add some value to SCCTD and in addition the value, he has some great ideas. Mr. Simmons asked how many hours a week are we anticipating Mr. Grogan to work, Mr. Sharkey responded approximately 12 hours per week. Mr. Roach interjected he negotiated the agreement with Mr. Grogan and advised the Board Bill is retired, enjoying retirement and is not looking to work a lot of hours. Mr. Grogan would be a great asset in helping Mr. Sharkey transition into the position.
 - Motion was made by Herb Simmons and 2nd by Mike Sullivan to accept the Mr. Grogan’s Agreement as presented. 4 ayes – 0 nays
 - Exhibit B – Mr. Sharkey presented to the Board the SCC Sheriff vehicle purchase agreement, outlining the vehicles to be obtained to assist with security measures for the MetroLink. Mr. Sharkey advised he felt it was important to sign the SCCTD logo or some form of identification informing the public these are for Metro security. Mr. Simmons asked what would the vehicles be used for? Mr. Roach interjected and outlined the purpose of the vehicles would be for Metrolink patrols. Mr. Simmons questioned why the part time officers can’t use their personal vehicles. Mr. Roach interjected and advised the vehicles would be parked at various Metro Stations on the Illinois side and would assist the offices in making an arrest if necessary and not waiting on an on duty SCC Officer. He continued by advising the Board they previously approved a \$400,000.00 expenditure to purchase vehicles for the SCC Sheriff Deputy’s. Mr. Simmons asked when the Deputy’s would be riding the train where would the vehicles be parked. Mr. Sharkey advised they would be parked at the Stations. Mr. Sullivan clarified the vehicles are not to be used for patrol.
 - Motion was made by Herb Simmons and 2nd by Mike Sullivan to accept the purchase of the vehicle per Exhibit presented to include Metrolink Patrol Decals. 4 ayes – 0 nays,
 - Exhibit C – Mr. Sharkey presented the SCC Sheriff Incident Report for information only.
 - Exhibits D & E – Mr. Sharkey reported and the Board advise is Mr. Sharkey’s responsibility to make the decision for the request as submitted.
 - Active Projects
 - Mowing and Trimming Project
 1. Bids were received and bid tabs presented to the Board Members advising the Hanks Excavating and Landscaping Inc was the low bidder of the project with a bid of \$1,880.00 per each service. By bidding the project we were able to save the SCCTD approximately \$100,00.00 annually.
 2. Motion was made by Mike Sullivan and 2nd by Lonnie Mosley to award the contract to Hanks. 4 ayes – 0 nays
 - ATS Vehicle Surveillance System Proposal;
 1. Two Proposals were received on April 12th and staff is currently reviewing them to determine if the specifications have been met. Mr. Erwin advised the Board we would have liked to have a recommendation for the Board, but due to the \$75,000.00 difference between the bids it is going to take some time to insure the low bid meets the specification. Mr. Simmons asked if we will be bringing a recommendation to the May meeting and Mr. Erwin advised yes.
 - Phase II Round a Bout
 1. Mr. Erwin presented the bids TWM received for the construction of the project. Advised the apparent low bidder was Baxmeyer Construction. Mr. Erwin advised the Board the bidding and award of the project is all handled by the SCC Highway Department. Mr. Roach interjected and outlined the project in depth to the Board, no questions from the Board.

- Metrobikelink Fairview Heights Trail
 1. Mr. Erwin directed Mr. Roach to explain. Mr. Roach outlined the project and its status. No questions from the Board.
- ATS Vehicle Donation
 1. Mr. Sharkey explained that an ATS vehicle is going to be retired and donated to Sugarloaf Twp and it will be finalized with the resolution to approved later in the meeting.
- Resolutions Exhibit F
 1. FY 18-03-17-1 – The resolution is to designate Mr. Sharkey as the approved signatory for the SCCTD IMRF account. Motion was made by Mr. Sullivan and 2nd by Herb Simmons to approve the resolution presented. 4 ayes – 0 nays
 2. FY 18-03-17-2 – The resolution is to designate Hollie Etling as the approved signatory for the Quickbooks account. Motion was made by Herb Simmons and 2nd by Mike Sullivan to approve the resolution presented. 4 ayes – 0 nays
 3. FY 18-03-17-3 - The resolution is to approve the donation of an ATS vehicle to the Sugarloaf Township to use for the purpose of transporting seniors within the township. Motion was made by Herb Simmons and 2nd by Lonnie Mosley to approve the resolution presented. 4 ayes – 0 nays

Reports:

- Taulby Roach
 - Exhibit G – Termination of Marketing Service Agreement – Taulby Roach presented the termination agreement. Motion made by Mr. Simmons and 2nd by Lonnie Mosley to accept the agreement as presented. 4 ayes – 0 nays.
 - Taulby Roach presented the Citizens for Modern Transit Agreement (CMT). Mr. Roach advised the Board that CMT would be a good partner to help promote SCCT and their services. Motion made by Lonnie Mosley and 2nd by Mike Sullivan to accept the agreement as presented. 4 ayes – 0 nays.
 - Taulby Roach explained his meeting with Cory with the City of St Louis regarding Metro Security and everything is looking very positive and will be present to the Board on the April 21st.
 - Taulby Roach reminded the Board again that Mr. Sharkey and he would be meeting the State next week in Chicago and outlined what the meeting would be about.
- Attorney Baricevic
 - No new Suits
 - Attorney Baricevic presented the Eckerts MOU and explained its contents. He advised the Board it is a fair agreement and recommends approval. Motion made by Mr. Simmons and 2nd by Lonnie Mosley to accept the agreement as presented. 4 ayes – 0 nays.
- Walter Jackson
 - Advised the Red Bird Season is underway and everything seems to going well. Mr Sullivan asked, what are we doing about the 1&2 person returns to the Mall. Mr. Jackson advised we are working to alleviate the problem and a revised Red Bird requirements and outline has been recently posted to the SCCTD web site.
 - Working on Bus service for inside the Memorial East Complex in Shiloh
 - Working on Bus service for the new Veterans Clinic in Shiloh east of the Target

Under Financial Matters:

Nothing to report

Under Old Business:

- Mr. Sharkey reported the ridership was lower during the first 6 game homestand. As a result, two part time temporary staff were reduced from the Red Birds Staff.

Under New Business:

Nothing to report

Board Member Comments:

- Chairman Meile – Chairman Meile thanked everyone for doing a great job and saving the SCCTD money by making the operation run better. Tony Erwin asked the Chairman regarding O’Fallon and he advised he would set up a meeting with the City and SCCTD.
- Herb Simmons – Thanked Mr. Sharkey for his actions on the home land security response on Easter Sunday regarding the issue at Mid American Airport and busing the passengers
- Lonnie Mosley – nothing to report
- Mike Sullivan – He advised he visited the Illinois Garage and complimented Walter and his staff on how well the place is kept, Awesome!

Next Meeting: Adjournment 6:35 pm

There being no further business the Chairperson Meile reminded everyone that the next Board meeting will be May 15, 2018, the Chairperson entertained a motion to adjourn the meeting. A motion to adjourn was made by Lonnie Mosley and 2nd by Mike Sullivan. The motion passed unanimously in a voice vote.