

**ST. CLAIR COUNTY TRANSIT DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
May 19, 2020**

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Present:

Herb Simmons, Chairman
Lonnie Mosley, Trustee
George Markezich, Trustee
Toni Perrin, Trustee
Ken Sharkey, SCCTD Managing Director
John Baricevic, Attorney
Hollie Etling, SCCTD - Phone
Jonathan Frederick, SCCTD - Phone
Tony Erwin, SCCTD

Absent:

Walter Jackson, Metro Superintendent, Illinois Garage

Call to Order:

The meeting was called to order by Chairman Simmons, at 5:00 pm.

Introduction of Guests: None

Public Comment: None

Approval of Minutes:

- **A motion was made by Ms. Perrin and seconded by Mr. Mosley to approve the minutes of the April 21, 2020 Board Meeting. The motion passed unanimously in a voice vote.**

Incoming Claims and Additions to the Agenda:

- Mr. Sharkey presented Letters of Request for Retired ATS Buses and they are follows:
 1. #6 Christian Activity Center
 2. #7 North End Missionary Baptist Church
 3. #8 St Matthew Baptist Church
- Mr. Simmons advised the Board, due to the uncertainty as to when the new ATS buses would be available and the older buses retired, these requested should be tabled and placed on file. **A motion was made by Mr. Mosley and seconded by Mr. Markezich to table the request as submitted. The motion passed unanimously in a voice vote.**

Reports:

- Ken Sharkey
 - Mr. Sharkey advised the Board EWGW subcommittee approved the SCCTD CMAQ Grant to Build Ridership especially around the Transit2020 Program and it goes to the full Board in August for final approval.
 - Mr. Sharkey advised the Board he met with Taulby Roach Bistate CEO and discussed \$142 million in Federal CARES ACT Funds Bistate was recently awarded of which 27% (\$38.34 million) would be allocated to SCCTD. He went on to advise what the funds could possibly be used for, which would relieve both the DOAP and the General budget from the project cost. Mr. Sharkey advised he has a follow up meeting this Friday with Bistate to discuss further.
 - Mr. Sharkey advised there will be a Bike Trail Promotional and Photo on the FVH Bike Trail at the Bridge east of Lebanon Road on Thursday, May 21st at 9:00 a.m. He continued by saying that he would have one of the avid riders with their family for the photo shoot and welcomed all the Board Member if available to attend.
 - Mr. Sharkey reported on the 5th and MO parking lot improvements and presented photos of the improvements.
 - Mr. Sharkey advised the Mr. Baricevic and he are review the agreement for the Metro Expansion and working to prepare comments to present back to Metro. Mr. Baricevic advised the Board that although Metro is procuring the Request for Qualifications (RFQ) and the selection committee will have 3 votes when choosing the Design company. He went on to say all final approval of acceptance for the project and its agreement comes through the SCCTD Board. Mr. Sharkey added Jonathan Frederick prepared the IDOT granted and submitted for approval.
 - Mr. Sharkey advised that will the ATS renovations there will be used office furniture to be available for donation to various agencies needing this type of equipment. He went on to say a list is being compiled and will be placed on file.
 - Mr. Sharkey reported most of the SCCTD employees continue to work from home and we will continue to follow SCC's lead as to when they will be returning to work from the office.

- Mr. Baricevic
 - Due to the current Corvid 19 situation there is nothing to report at this time.

Under Financial Matters:

- Nothing to report

Under Old Business:

- Nothing to report

Under New Business:

1. Action Items

- Mr. Sharkey presented the Monroe, Randolph Transit District Purchase of Service Agreement. He outlined the cost saving this agreement would provide SCCTD under this plan to service Monroe County. **A motion was made by Mr. Markezich and seconded by Mr. Mosley to accept the agreement as presented. The motion passed unanimously in a voice vote.**
- Mr. Erwin presented the ATS – Camera RFQ Recommendation. He reported the project was advertised and posted locally and at major transportation sites. He advised that Angle Trax and Samsara were the two (2) companies interview and explained what the scope of work was and the qualifications for each company were. Mr. Erwin advised, it is the recommendation from the ATS and SCCTD staff to approve Samara as the qualified contractor and begin contract negotiations. Mr. Simmons asked Mr. Baricevic due to the cost are we required to bid the work instead of the qualifications. He responded that since it was advertised, firms were interviewed it was o.k. to move ahead. **A motion was made by Mr. Markezich and seconded by Mr. Mosley accept Samsara and negotiate a contract. The motion passed unanimously in a voice vote.**
- Mr. Erwin presented th ATS - Scheduling RFQ Recommendation and Contract Approval. He reported the project was advertised and posted locally and at major transportation sites. He advised three companies were interviewed HBSS, Econline and TripSpark. He outlined what the new software would do and how it would make our system more efficient. He advised it was the recommendation by the ATS and SCCTD staff to approve HBSS as the qualified contractor and negotiate a contract. He went on to say SCCTD has discussed cost with HBSS and requested the Board approve a contractor not to exceed of \$250,000 with an annual recurring cost of \$30,000 for support and cloud fees. Mr. Erwin also requested from the Board, upon Counsel and Director acceptance the contract is approved to be signed by the Director. **A motion was made by Mr. Mosley and seconded by Ms. Perrin accept HBSS as the approved contractor and negotiate, approve, sign a contract in the amounts outlined by Mr. Erwin. The motion passed unanimously in a voice vote.**
- Mr. Sharkey presented Resolution 2020-5-19 Capital Assistance Grant for approval. Mr. Sharkey advised the resolution is a requirement of the grant in order to submit. **A motion was made by Mr. Mosley and seconded by Mr. Markezich to approve Resolution 2020-5-19 Capital Assistance Grant. The motion passed unanimously in a voice vote.**
- Mr. Sharkey Presented the following task orders for approval to completed studies for various corridors for future Bike Trails:
 - TWM Task Order - Trail Corridor Study – Frank Scott Parkway
 - TWM Task Order - Trail Corridor Study - West Boulevard
 - TWM Task Order- Trail Corridor Study – Fairview Heights
- Mr. Simmons advised the math did not add up with the agreement presented and recommended to table the agreements until the June meeting. **No Action Taken.**

Board Member Comments:

- No comments.

There being no further business Chairman Simmons entertained a motion to adjourn the meeting. A motion to adjourn was made by Mr. Mosley and Seconded by Mr. Markezich The motion passed unanimously in a voice vote.

Next Board Meeting – **June 16, 2020** at 5:00 pm located at the SCCTD office at 27 North Illinois St, Belleville, Illinois.

Adjournment 5:38 pm