

MINUTES
REGULAR BOARD MEETING
WEDNESDAY, APRIL 28, 2010, AT 3:00 P.M.
ILLINOIS TERMINAL
45 EAST UNIVERSITY AVENUE, CHAMPAIGN

PRESIDING

Willard Broom, Chair

RECORDING SECRETARY

Rena Lee Lenz

PRESENT BOARD MEMBERS

Al Anderson Ron Peters
John Chato Don Uchtmann
Yuki Llewellyn

ABSENT BOARD MEMBER

Vicki Ford

ADVISORY BOARD MEMBER PRESENT

Morgan Johnston for Pam Voitik, Campus Services Division, University of Illinois

IN ATTENDANCE

William L. Volk, Managing Director
Thomas J. Costello, Assistant Managing Director
Jan Kijowski, Marketing Director
Adam Shanks, Director of Illinois Terminal

APPROVAL OF AGENDA ITEMS

(a) The agenda items were unanimously approved, as presented.

AUDIENCE PARTICIPATION/REQUESTS

None

MINUTES

- (a) Minutes of the Regular Board Meeting on March 31, 2010 and Special Board Meeting on April 7, 2010.

A motion was made by Uchtmann, seconded by Anderson, the Board of Trustees voted to approve the minutes of the Regular Board Meeting on March 31, 2010 and Special Board Meeting on April 7, 2010, as presented.

AYE: All
 NAY: None
 Motion carried.

COMMUNICATIONS

- (a) Letter from Jennifer Ringwelski regarding the audio ads on the buses.
 (b) Letter from Molly Delaney thanking the MTD for all of its services.

REPORTS

- (a) Managing Director's.

Volk reported on the following in his written report:

1. Operating Report.
 Additional note: That staff is continuing to ride buses every week to check the calibration of the APC's and that he recently rode the bus and did not find the audio ads particularly offensive. Some discussion followed. It was the consensus of the board to leave the audio ads as is for now.
2. Operating Statement.
3. Ridership Data.
4. District Operating Revenue & Expenses.
5. Illinois Terminal Operating Revenue & Expenses.
6. Statistical Summary.
7. Accounts Payable/Cash Disbursements.

- (b) Board Committee Reports.

1. Budget & Audit.

Volk reported that the State of Illinois operating grant has been submitted to IDOT. So, far, the normal increase is in the appropriation for the State budget.

In addition, Volk said that there were a couple board meetings remaining to discuss the budget and that a public hearing would be necessary in mid to late June before it could be passed. He then briefly discussed the budget highlights as follows:

- That hourly wage rates are adjusted by 2%. The current hourly rate is \$26.19 and will increase to \$26.72. The employees have a heightened awareness of pay increases right now and do not want to appear to be too greedy. Will also be receiving one day's pay during the pay period when the Martin Luther King holiday falls and a one time payment of \$350 during the second pay period in July. This all results in a 3% adjustment.
- That the average IMRF employer rate increased from 11.07% to 11.84%.
- That the health insurance rate is estimated to increase by 10%.

REPORTS

(b) Continued

- That diesel fuel costs are calculated at \$3.00 per gallon.
- That liability insurance costs are expected to decrease by \$300,000 due to an improved claims history.
- That utility expenses would be similar to FY 2010 and David Moore and Adam Shanks are doing a good job trying to lower expenses. The Chamber Cooperative for electricity has been good and we are looking into the gas cooperative. Hopefully, geothermal will result in some savings.
- That contract maintenance expenses will increase for one year to aid in the installation of CAD/AVL equipment and cameras.
- Assumes a tax levy increase of approximately 4%.
- Service improvement include:
 - adjustment to high capacity network in the core.
 - addition of 15 minute frequency between two down towns serving medical facilities.
- Complete service evaluation in terms of efficiency will be conducted along with training of operations staff on scheduling and run cutting.
- Additional staff position included in budget to work as a customer information specialist and to work on social media. Position entitled - Director, Market Development. (Copy of job description included in board packet.
- \$2 million of local funds budgeted for purchase of buses. This would be in addition to Federal and State funding. With no State funding, 15 buses would be purchased.

Volk further said that the capital items were listed separately and broken down by “debt service” and “100% local” funded projects.

Also, Volk suggested that he could meet with board members on an individual basis or a couple board members at a time to discuss the budget information. He also said that we could have special board meeting and that the budget could still be discussed at the May board meeting. He reminded the board that the budget was just a planning document, as priorities can change.

Some discussion followed. The Board decided to have the public hearing on the budget prior to the regular board meeting on June 30th and to have passage of the budget on the agenda for the meeting that day with the understanding that if the board needed time to reflect and ponder issues that came up during the public hearing that passage of the budget could be tabled until the next month.

Volk said if the budget were not passed at the June board meeting, that staff would need authorization to make wage adjustments for the first pay period in July. He also reminded the board that approximately 75% of the budget was in wages and benefits.

REPORTS

(b) Continued

2. Facilities.

Volk and Costello updated the board on the construction/remodeling for all facilities and the on-going capital projects. A copy of the list is attached to the minutes.

3. Personnel.

Due to the absence of Chair Ford, presentation of the "Evaluation of the Managing Director" was postponed until next month.

Staff reminded the Board about the Annual Awards Dinner on Sunday, June 6th at Illinois Terminal and to let Rena know by June 1st if attending.

UNFINISHED BUSINESS

None

NEW BUSINESS

(a) Discussion/Consideration of a Resolution to Authorize Execution of the Certifications/ Assurances for the EPA Grant.

Volk reported that the District was applying for a grant under the Illinois Clean Diesel Grant Program. The State will reimburse the District \$444,863 (or the amount of the eligible costs in the event the costs are less than what was indicated on the cost estimate) for the purchase and installation of diesel particulate filters on forty-three transit buses. He further said that this was the project that John Chato has led since he has been on the board. The project will start as soon as the District submits the necessary paperwork and receives the confirmation letter with a completion date on or before August 31, 2010. Also, the American Lung Association of Illinois and the Respiratory Health Association of Metropolitan Chicago are partnering with the Clean Air Programs in managing clean diesel projects. The Managing Director needs to be authorized to execute the necessary certifications/assurances under the terms and conditions of the American Recovery & Reinvestment Act (ARRA) funded project.

A motion was made by Anderson, seconded by Uchtmann, the Board of Trustees voted to authorize the Managing Director to execute the required Certifications/Assurances for the EPA Grant under the Illinois Clean Diesel Grant Program.

AYE: Anderson, Broom, Chato, Llewellyn, Peters, Uchtmann

NAY: None

Motion carried.

NEW BUSINESS

- (b) Discussion/Consideration of Phase 2 Bus Entrance Driveway Pavement Rehabilitation Project Bids for Illinois Terminal.

Volk reported that this project is the bus entrance driveway pavement rehabilitation project and includes demolition, removal and replacement of approximately 1430 square yards of concrete pavement; removal and replacement of approximately 500 tons of aggregate base material; removal and replacement of three light poles and three light pole foundations; incidental gutter demolition—removal and replacement; incidental storm water under drain work; and incidental electric work. The completion date for all of the work is August 2, 2010. There were five bidders on the project as follows:

Feutz Contractors	-	\$278,916.00
Duce Construction Company	-	\$177,208.92
A & R Services	-	\$219,768.54
Stark Excavating	-	\$195,722.50
Central Illinois Tile	-	\$223,635.33

Thus, the low bidder was Duce and Berns, Clancy & Associates was recommending that the District award the bid to them.

A motion was made by Anderson, seconded by Uchtmann, the Board of Trustees voted to award the Phase 2 Bus Entrance Driveway Pavement Rehabilitation Project at Illinois Terminal to Duce Construction in the amount of \$177,768.54.

AYE: Anderson, Broom Chato, Llewellyn, Peters, Uchtmann

NAY: None

Motion carried.

NEXT REGULAR BOARD MEETING

- (a) The Regular Board Meeting for May was set for May 26, 2010, at 3:00 p.m. at Illinois Terminal.

ADJOURNMENT

- (a) The meeting was unanimously adjourned at 4:15 p.m.

SECRETARY

APPROVED:

CHAIR