**Board of Trustees**

**September 24th, 2020**

**215 E. Montgomery St., Creston, IA**

**Conference Room – 1:00 p.m. – Minutes**

Meeting minutes approved by the Southern Iowa Trolley Board of Trustees on:

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Board Chairman or Board Member Transit Director Date

Members: Ringgold/Kraig Pennington (via zoom) Adair/Steve Shelley/Vice Chair (via zoom) Clarke/Larry Keller (absent) Adams/Merlin Dixon (via zoom) Union/Rick Friday (in person) Decatur/Dan Christensen/Chair (via zoom)

Taylor/Jerry Murphy (in person)

Staff: Leesa Lester, Transit Director (In office / zoom)

Others Present: Stu Burzette/SICOG (via zoom), Allen Lester/Safety & Training Manager (via zoom), Jack Reed/INCS H.R. Consultant

**The Board of Trustees of Southern Iowa Trolley** met in regular session on September 24th, 2020, in person and by electronic means pursuant to the provisions of the Iowa Open Law Meetings Law, Section 21.8, Code of Iowa, as a result of substantial community spread of COVID-19.  The meeting was open to the public and the supervisors in attendance via zoom meeting were, Dan Christensen, Merlin Dixon, Steve Shelley, Stu Burzette/SICOG, Kraig Pennington, Jack Reed/INCS H.R. Consultant and Allen Lester/SIT. Rick Friday Jerry Murphy attended in person. The meeting was called to order at 1:03 p.m. by Christensen.  A motion to adopt the agenda was made by Pennington, second by Friday. A motion to approve the July 23rd minutes was made by Murphy was second by Pennington.  Motion carried. (Friday signed July 23rd Minutes) Lester gave an update on the ridership and again that due to the COVID-19, ridership ended July and August extremely low compared to a year ago. A motion to approve the ridership was made by Friday and second by Murphy.  Motion carried. Financial reports were reviewed, approved with the motion from Pennington and second by Friday.  Shelley made the motion to approve disbursements from Jul 23-Sep 23, 2020. Pennington second and the motion carried. A discussion was held on changes to the employee handbook ref full and part-time vacation (annual leave). A motion to table the approval until cost can be included in the budget was made by Shelley and 2nd by Pennington with the motion carrying. A second employee handbook change was discussed reference the Permit to Carry Concealed Weapons. A motion to table the change until next board meeting was made by Shelley and 2nd by Friday, for Reed to clarify wording and Iowa Laws. Motion carried. Lester then updated the board on schools being back open in all counties, and that Covid numbers were still on the rise in counties served. The Incentive pay is currently planned to end September 30th. Lester advised the board they are still in need of Lysol disinfecting sprays, however, sanitizing liquid had been purchased and can be used in spray bottles and generic disinfecting wipes had been purchased locally. Last discussion item, Lester advised that the Chariton Valley Planning & Development Council of Governments (RPA17), that covers Clarke and Decatur Counties, has begun seeking information for the Passenger Transportation Plan. How to hold the public meetings is to be determined. At 1:44, Murphy made the motion to adjourn, second by Shelley, motion carried. The next scheduled meeting will be held Thursday, November 19th, 2020 at 1:00 p.m. An in person meeting is planned at the office; however, due to COVID-19 CDC Social Distancing recommendations, a Zoom Meeting and call in number will still be provided on Southern Iowa Trolley Web Site and via Facebook.  This meeting is open to the public and accessible to individuals with disabilities.  If you have special needs, please contact Leesa Lester, Transit Director at 641-782-6571.