**Board of Trustees**

**April 30, 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 Transit Director Date

Members: Ringgold/Kraig Pennington Adair/Steve Shelley/Vice Chair (via phone) Clarke/Larry Keller Adams/Merlin Dixon Union/Rick Friday (via phone) Decatur/Dan Christensen/Chair Taylor/Jerry Murphy (via phone)

Staff: Leesa Lester, Transit Director Dana L Steinbach, Fleet Assistant

Others Present: Stu Burzette/SICOG (via phone)

**The Board of Trustees of Southern Iowa Trolley** met in regular session on April 30, 2020 with the following members and staff present, Dan Christensen, Kraig Pennington, Larry Keller, Merlin Dixon, Leesa Lester and Dana L Steinbach. Also attending via speaker phone were members Rick Friday, Jerry Murphy, Steve Shelley, and Stu Burzette/SICOG. The meeting was called to order at 1:00 p.m. by Christensen in the Southern Iowa Trolley conference room. A motion to adopt the agenda was made by Keller, second by Pennington. Murphy made a motion to approve the minutes of February 27, 2020 meeting and was second by Shelley. Motion carried. Lester gave an update on the ridership numbers due to COVID-19 with Friday questioning the refunds of prepaid fares for students due to the closure of the local school systems. Lester advised this would be discussed later in the meeting. A motion to approve the ridership was made by Dixon and second by Keller. Financial reports were reviewed by all members attending and approved with the motion from Dixon and second by Shelley. Shelley made the motion to approve disbursements from Feb. 26-April 30. Pennington second and the motion carried. Christensen inquired the date of when the CARES Act funds would be released. Lester explained she would be submitting requests as soon as possible.

At 1:15 p.m. a motion was made by Christensen to open the Public Hearing for the FY21 Consolidated Grant. Lester explained the State and Federal Transit Assistance are estimated at $351,310 and $411,572 respectively. Federal Transit Assistance for Capital Equipment will be 85% Federal and 15% local match, for four 176” wheel base ADA vehicles and one ADA Mini-van both with surveillance systems. Federal share expected to be $388,792 and $56,565. All vehicles will have surveillance systems. With no public attending in person or on the phone and no public comments received, the hearing was then closed at 1:18 p.m. with the motion being made by Dixon to approve the consolidated grant and second by Keller. Motion carried.

The regular session was resumed and wage increases were discussed for the FY21 budget with a 4% increase being approved first by Keller and second by Dixon, motion carried. The FY21 Budget was discussed and approved first by Pennington and second by Dixon. The motion carried. Discussions continued with the approval of the Midwest Truck Advertising Contract. Dixon made the motion to approve the contract and was second by Keller. Motion carried. Southern Iowa Trolley policies and procedures were reviewed and

signed by Christensen, the Chair and Lester, the Transit Director. Motion of approval was made by Shelley followed by Pennington and the motion carried.

Discussions proceeded with the Transit Director updates on the COVID-19 procedures, CARES Act Funding and staff status within the Southern Iowa Trolley. Due to being essential employees and transporting the public, a Hazard Bonus pay was discussed for the drivers and staff who are working during the COVID-19 pandemic so the trolley could continue to serve the public. Lester explained without the drivers and staff, she would have had to suspend operations in the towns served, as six other regional transits that serve Iowa have had to do. Lester also explained that there are four transits operating like SIT and five regional transits operating reduced services. She explained the pay would be taxed and would be covered by CARES Act funding. Shelley made the motion to approve $1000 per week for the drivers and $800 per week for office staff , Dixon second the motion and the motion carried. Child pass refunds were discussed with Lester informing the board the total for pass refunds would total $7,780.22 which will be funded by the CARES Act Funding. Lester advised child tickets are non-refundable but may be made on a case to case basis. Pennington made the motion to approve the refunds, Keller second the motion and motion carried. Lester advised Innovative and RCSS are expected to be closed through May 15 and possibly until the end of May and all schools are remaining closed. At 2:20, Keller made the motion to adjourn, Dixon second the motion and motion carried.

The next scheduled meeting will be held Thursday, May 28, 2020 at 1:00 p.m. in the conference room at the Southern Iowa Trolley office with discussions on the future and statistics of town to town school routes. Due to COVID-19 CDC recommendations, a Call in number will be posted 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.