



**Champaign-Urbana Mass Transit District (MTD)  
Board of Trustees Meeting**

*MINUTES – Approved as Distributed*

DATE: Wednesday, January 29, 2020  
 TIME: 3:00 p.m.  
 PLACE: Champaign City Council Chambers  
 102 North Neil Street, Champaign, IL

The video of this meeting can be found at:  
[www.mtd.org/inside/board/meetings/](http://www.mtd.org/inside/board/meetings/)

**Trustees:**

Present	Absent
Dick Barnes	
Linda Bauer	
Margaret Chaplan (Vice-Chair)	
Tomas Delgado	
Bradley Diel (Chair)	
Phil Fiscella	
Bruce Hannon	

**Advisory Board:**

Present	Absent
Marty Paulins	
	Jacob Rajlich

**MTD Staff:**

Karl Gnadt (Managing Director), Amy Snyder (Chief of Staff), Korbin Figg (Chief Operating Officer), Jane Sullivan (Grants & Governmental Affairs Director), Eric Broga (Maintenance Director), Michelle Wright (Finance Director), Kirk Kirkland (Facilities Director), Mitch Spicer (Safety & Training Director), Jacinda Crawmer (Human Resources Director), Drew Bargmann (Customer Service Director), Chuck Wilson (Operations Director), Autumn Soliman (Marketing Manager), Fred Stavins (Counsel), Beth Brunk (Clerk)

**Others Present:**

**MINUTES**

**1. Call to Order**

Chair Diel called the meeting to order at 3:00 p.m.

**2. Roll Call**

A verbal roll call was taken, and a quorum was declared present.

**3. Approval of Agenda**

**MOTION** by Ms. Chaplan to approve the agenda as distributed; seconded by Mr. Fiscella. Upon vote, the **MOTION CARRIED** unanimously.

**4. Audience Participation**

None

## 5. Approval of Minutes

A. *Regular Board Meeting – December 11, 2019*

**MOTION** by Mr. Barnes to approve the minutes of the December 11, 2019 MTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

## 6. Communications

Jacinda Crawmer is MTD's new Human Resources Director. She worked at the Urbana School District #116 for 23 years and is thrilled about her new opportunity with MTD.

Tomas Delgado is MTD's newest Trustee. He currently is the Office Administrator for the Cunningham Township Supervisor's office and is a graduate student of Geographic Information System (GIS) at Eastern Illinois University.

## 7. Reports

A. Managing Director

Mr. Gnadt reported on December statistics. Monthly ridership was down 5.1% from last December.

## 8. Action Item

A. Election of Officers for 1-year Term – Chair and Vice-Chair

Mr. Diel stated that according to MTD By-Laws, the Chair and Vice-Chair positions are elected from the Board of Trustees for a one-year term at the first regularly scheduled Board meeting after January 1<sup>st</sup>. As previously approved by the Board, Jack Waaler is the Secretary to the Board and Amy Snyder, Chief of Staff, is the Treasurer. These terms are indefinite until the Board takes action to the contrary.

Mr. Diel opened the floor for nominations for Chair. Ms. Bauer nominated Bradley Diel for the Chair of the Champaign-Urbana Mass Transit District Board of Trustees. As there were no additional nominations for Board Chair, Mr. Diel closed the nominations. By acclamation, Mr. Diel will continue as the Chair of the MTD Board of Trustees.

Mr. Diel opened the floor for nominations for Vice-Chair. Ms. Bauer nominated Margaret Chaplan as Vice-Chair of the Champaign-Urbana Mass Transit District Board of Trustees. As there were no additional nominations, Mr. Diel closed the nominations. By acclamation, Ms. Chaplan will continue as the Vice-Chair of the MTD Board of Trustees.

B. Semi-Annual Review of Closed Session Minutes

**MOTION** by Ms. Chaplan that the minutes, or portions thereof, of the closed session meetings of the Board listed on "Attachment 1" marked "Release" no longer require confidential treatment and are ordered released; and that the need for confidentiality still exists as to the minutes, or portion thereof, of the closed session meetings of the Board listed on "Attachment 2" marked "Remain Confidential"; and the verbatim recordings of the following listed closed session minutes on "Attachment 3", all of which are not less than 18 months old and the written minutes of which have been approved are authorized to be destroyed; seconded by Mr. Hannon.

Roll Call:

Aye (6) – Barnes, Bauer, Chaplan, Delgado, Diel, Hannon

Nay (0)

Abstain (1) – Fiscella

The **MOTION CARRIED**.

C. 2020 Leasing Services Agreement

Ms. Sullivan reported that the District bids out leasing services in accordance with IDOT requirements. The leasing of equipment, vehicles and associated capital items qualifies as an eligible expense for the Illinois Downstate Operating Assistance Program (DOAP). Staff received two proposals and recommended approval of Chelsea Financial Group LLC for leasing services with a lease payment factor of .02454 from 2/1/20 through 1/31/22.

**MOTION** by Mr. Hannon to authorize the Managing Director to enter into an agreement for leasing services with Chelsea Financial Group LLC for the period of 2/1/20 to 1/31/22; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

D. Hydrogen Facility Modifications Contract

MTD will need to modify the Maintenance facility to accommodate the fueling and servicing of hydrogen fuel cell buses. The changes include a new hydrogen detection system, exhaust system, electrical lights and conduits, and new separation walls in the mezzanine area. Staff recommended the lowest responsive, responsible bid by Cissell Mueller Construction. MTD will utilize 65% state funding and 35% federal funding for this project – no local money will be used. Ms. Sullivan noted that the fueling station will be built to accommodate at least 12 buses.

**MOTION** by Mr. Barnes to authorize the Managing Director to enter into a contract with Cissel Mueller Construction in the amount of \$2,083,113 for hydrogen facility modifications; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

E. Solar Array Expansion Design & Engineering (Part A)

MTD plans to lease land from Urbana-Champaign Sanitary District (UCSD) to build a ground and roof-top solar array. The energy from the solar array will be used to power MTD's hydrogen generation station. The Selection Committee received five responsive, responsible bids and selected Dewberry Engineers as the highest qualified firm. Dewberry will provide a feasibility analysis and preliminary design and engineering services for \$39,216.

**MOTION** by Mr. Hannon to authorize the Managing Director to enter into a contract with Dewberry Engineering for preliminary design and engineering of a solar array on Urbana-Champaign Sanitary District land in the amount of \$39,216; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

9. **Next Meeting**

- A. Regular Board of Trustees Meeting – Wednesday, February 26, 2020 – 3:00 p.m. at Champaign City Council Chambers – 102 North Neil Street, Champaign

10. **Adjournment**

**MOTION** by Ms. Bauer to adjourn into closed session to consider the purchase or lease of real property for use by MTD, **and** to consider salary schedules for one or more classes of employees, **and** to consider the employment, compensation, discipline, performance or dismissal of a Public Official followed by adjournment; seconded by Ms. Chaplan.

Roll Call:

Aye (7) – Barnes, Bauer, Chaplan, Delgado, Diel, Fiscella, Hannon  
Nay (0)

The **MOTION CARRIED** unanimously.

Mr. Diel adjourned the meeting at 3:31 p.m. to enter into closed session.

Submitted by:

  
Clerk

Approved 2/26/2020:

  
Board of Trustees Chair