



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

MINUTES – Approved

DATE: Wednesday, April 26, 2023
 TIME: 3:00 p.m.
 PLACE: Illinois Terminal, 45 East University Avenue, Champaign, IL

The video of this meeting can be found at:
<https://www.youtube.com/CUMTD>

Trustees:

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

Advisory Board:

Present	Absent
	Marty Paulins
Briana Barr	

MTD Staff: Karl Gnadt (Managing Director), Amy Snyder (Chief of Staff), Michelle Wright (Finance Director), Ashlee McLaughlin (External Affairs Director), Jacinda Crawmer (Human Resources Director), Josh Dhom (Illinois Terminal Director), Randy Fouts (Assistant Operations Director), Dave Thornton (Assistant Facility Director), Alyx Parker (MTD Attorney), 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
 Present (6) – Chaplan, Delgado, Diel, Fiscella, Hannon, Nudo
 Absent (1) – Barnes

 A quorum was declared present.

3. Approval of Agenda

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

4. Audience Participation
 None

5. Approval of Minutes
 A. Board Meeting (Open Session) – March 29, 2023

Mr. Nudo would like to amend the travel policy to include a recommendation to use Willard Airport in Savoy whenever possible for MTD business travel. Mr. Gnadt stated that the District does that now in practice but will amend the policy to codify MTD's preference for employees to travel through Willard Airport if possible and bring it back to the Board in May.

MOTION by Ms. Chaplan to approve the open session minutes of the March 29, 2023, MTD Board meeting as distributed; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.

6. Communications

None

7. Community Resources Presentation by Operations

Randy Fouts, Assistant Operations Director, discussed building a system of support through community partnerships to help MTD's Operators when they encounter passengers with substance use, mental health issues, or lack of shelter. Supervisors can transport individuals in crisis to Strides Shelter or Rosecrance so they can get help. Future community needs include additional housing and volunteers to assist in this effort.

Brianna Barr joined the meeting at this time.

8. Reports

A. Managing Director

Mr. Gnadt reviewed the statistics for March 2023. Ridership for March 2023 is up 12% when compared to March 2022 but 24% below March 2019 (pre-pandemic). Twenty-eight eligible employees submitted prior experience credit forms to Human Resources and received an immediate 5% to 10% raise. Mr. Nudo would like to see the annual pass revenue grow. He suggested distributing annual pass discount coupons to incentivize passengers. Marissa Adams, MTD's Advertising Specialist, has significantly increased advertising revenue by 36.71% over last year.

9. Action Items

A. Bus Wash Improvements Contract

MTD's bus wash equipment is twelve years old and needs some repairs and upgrades to continue its useful life for another 200,000 washes. The contract included a new makeup air unit, various exhaust fans, radiant tube heaters, and all the associated electrical work. After a competitive bidding process, Davis-Houk Mechanical was the most responsive, responsible bidder at \$135,000. The project will be funded 100% through the American Rescue Plan Act of 2021 (ARPA) federal program. Approximately 80% of the wastewater from the bus wash is reclaimed.

MOTION by Mr. Fiscella to authorize the Managing Director to execute a contract with Davis-Houk Mechanical for \$135,000 to upgrade MTD's bus wash bay; seconded by Ms. Chaplan. Upon vote, the MOTION CARRIED.

B. Administration and Operations Building Server Room Cooling Contract

In 2022, MTD purchased a new virtual server cluster after a failure of the HVAC system caused overheating in the server room thereby damaging the existing computer equipment. As a temporary fix, Facilities purchased portable air-conditioning units in the server room as a backup to the HVAC system. A more permanent solution will be the installation of mini-split HVAC units in the server room. After a competitive bidding process, Davis-Houk Mechanical was the most responsive, responsible bidder at \$84,900. This project will be financed 100% through local funds.

MOTION by Ms. Chaplan to approve a budget revision so the Managing Director can execute a contract with Davis-Houk Mechanical for \$84,900 to install cooling equipment in the Administration and Operations Building server room; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.

C. Bus Tires Leasing Contract

MTD's current bus tire leasing contract with Goodyear Tire & Rubber Company (Goodyear) will expire on June 30, 2023. An Evaluation Committee reviewed two bid proposals for leasing tires for the bus fleet, maintaining a reserve supply, and disposing of tires as necessary. The Committee recommended Goodyear due to experience, reporting processes, and competitive pricing. The three-year lease contract with three one-year

renewal options will be financed 65% through the Illinois Downstate Operating Assistance Program and 35% from local funding. The average mileage on a tire before it is replaced is 39,539 miles.

MOTION by Ms. Chaplan to authorize the Managing Director to execute a leasing contract dated 7/1/2023 with Goodyear Tire & Rubber Company for three years with the option of three one-year extensions for bus tire leasing services; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.

10. Next Meeting

- A. Regular Board of Trustees Meeting – Wednesday, May 31, 2023 – 3:00 p.m. at Illinois Terminal – 45 East University Avenue, Champaign

11. Adjourn into Closed Session to Consider the Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the District and to Consider Litigation which is Probable or Imminent against the District followed by Adjournment

MOTION by Mr. Diel to adjourn the meeting into closed session to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and to consider litigation which is probable or imminent against the District, followed by adjournment; seconded by Ms. Chaplan.

Roll Call:

Aye (6) – Chaplan, Delgado, Diel, Fiscella, Hannon, Nudo
Nay (0)

MOTION CARRIED.

Mr. Diel adjourned the meeting at 3:42 p.m. to enter into closed session.

Submitted by:


Clerk

Approved 5/31/2023:


Board of Trustees Chair