

MINUTES
Board of Directors Meeting
Agency for Community Transit, Inc.
11:30 a.m., Tuesday, December 17, 2019
One Transit Way, Granite City, Illinois

I. Call to Order

President Sally Ferguson called the meeting to order at 11:30 a.m.

DIRECTORS PRESENT: Sally Ferguson, President; Daniel Corbett, Vice-President; and Jerry Kane, Secretary/Treasurer

II. Recognition:

A. ACT Drivers who have attained 10 years of driving without a preventable accident. Tony Lafata, Director of Operations, Pam Ruyle, Manager of Fixed Route, and Susan Thomas, Manager of Paratransit Services presented awards to the ACT drivers for driving 10 without a preventable accident. The Fixed Route Drivers were Eddie Andrews, Sheri Hill, and Donna Sims, and the Paratransit Drivers were Marne Avello, and Dana Clemons.

B. Public Comment. There was no public comment.

III. Recess for Lunch at 12:05 p.m.

IV. Consideration of the minutes of the August 27, 2019 meeting for inclusion in the official records of the Agency.

DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR KANE, TO APPROVE THE AUGUST 27, 2019 MEETING MINUTES.

ALL AYES. NO NAYS. MOTION CARRIED.

V. Action Items:

A. Resolution 20-04 Authorizing the Execution of an Amendment to the Agreement to Provide Management Services and Operate Public Transit Services between The Agency for Community Transit inc., and the Madison County Transit District.

DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR KANE, TO APPROVE RESOLUTION 20-04 AS PRESENTED.

ALL AYES. NO NAYS. MOTION CARRIED.

B. Resolution 20-05 Authorizing Signators for Negotiable Instruments for the Agency for Community Transit, Inc.

DIRECTOR KANE MADE A MOTION, SECONDED BY DIRECTOR CORBETT, TO ADOPT RESOLUTION 20-05.

ALL AYES, NO NAYES. MOTION CARRIED.

C. Resolution 20-06 Authorizing the Award of Contract for Heavy-Duty Transit Bus Parts.

Jerry Kane explained the procurement was for over 600 different Heavy Duty transit bus parts. The various bids were analyzed and price compared for each part, by vendor, and then the low bid was selected for each bus part, giving the Agency the benefit of the best price per part. The cost estimate was based on historical information for the quantities of parts the Agency has ordered in the past, but no parts would be ordered unless they would be needed.

DIRECTOR KANE MADE A MOTION, SECONDED BY DIRECTOR CORBETT TO APPROVE RESOLUTION 20-06 AUTHORIZING THE AWARD OF CONTRACT FOR HEAVY DUTY BUS PARTS, AND FURTHER, THE VOTE BE A ROLL CALL VOTE.

DIRECTOR KANE, AYE. DIRECTOR CORBETT, AYE. DIRECTOR FERGUSON, AYE. MOTION CARRIED.

D. Resolution 20-07 Adopting the Revised Agency for Community Transit Base Employee Resource Manual.

DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR KANE, TO APPROVE RESOLUTION 20-07 ADOPTING THE REVISED AGENCY FOR COMMUNITY TRANSIT EMPLOYEE RESOURCE MANUAL.

ALL AYES, NO NAYES, MOTION CARRIED.

E. Resolution 20-08 Authorizing an Award of Contract with Blue Cross - Blue Shield to Provide Major Medical Health Insurance.

Jerry Kane explained the recommendation to shift providers from the current provider UHC, to Blue Cross – Blue Shield, was due to substantial proposed increase from UHC, of over 29% an amount of over \$400,000.00 for the year 2020. The Agency's Broker, Author Gallagher, solicited quotes, and found another provider, Blue Cross – Blue Shield that would offer a similar plan, with higher deductibles and higher out of pocket amounts for family coverage, for an premium increase of approximately 4%, or an amount of approximately \$40,000 per year. The network of medical providers for both plans is much the same.

After much discussion DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR KANE TO APPROVE RESOLUTION 20-08 AUTHORIZING THE AWARD OF CONTRACT WITH BLUE CROSS – BLUE SHIELD TO PROVIDE MAJOR MEDICAL COVERAGE FOR 2020 FOR BASE STAFF.

ROLE CALL VOTE: DIRECTOR CORBETT, AYE; DIRECTOR KANE, AYE; DIRECTOR FERGUSON, AYE. MOTION CARRIED.

F. Resolution 20-09 Authorizing the Restatement of the Agency for Community Transit's 403(b) Retirement Plan.

Michelle Domer, Director of Accounting, indicated there were a few minor changes recommended, one of which involves employees who no longer work at the Agency. Our current plan allows for a mandatory distribution if their plan assets are \$1000.00 or less, where the industry standard is \$5,000.00. We are proposing increasing our plan to meet the industry standard. The other change we made to CUNA's Draft Plan was to keep the frequency of allowing changes in a participant's participation to once a year, instead of allowing frequent modifications as CUNA's default restatement language indicated.

DIRECTOR KANE MADE A MOTION, SECONDED BY DIRECTOR CORBETT, TO ACCEPT THE RESTATEMENT PLAN AS MODIFIED BY ACT STAFF. ALL AYES, NO NAYS. MOTION CARRIED.

VI. Other Business

No items were presented.

VII. Executive Session: Personnel

DIRECTOR KANE MADE A MOTION, SECONDED BY DIRECTOR CORBETT, TO ENTER INTO EXECUTIVE SESSION, FOR THE PURPOSE OF DISCUSSING PERSONNEL.

ROLL CALL VOTE: DIRECTOR KANE, AYE, DIRECTOR CORBETT, AYE, DIRECTOR FERGUSON, AYE. MOTION CARRIED.

VIII. Personnel

DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR KANE, TO RETURN TO OPEN SESSION.

ROLL CALL VOTE: DIRECTOR CORBETT, AYE, DIRECTOR KANE, AYE, DIRECTOR FERGUSON, AYE. MOTION CARRIED.

DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR KANE, TO APPROVE THE AGENCY'S BASE STAFF FY2020 COMPENSATION RECOMMENDATION, AS MODIFIED.

ROLL CALL VOTE: DIRECTOR CORBETT AYE, DIRECTOR KANE, AYE, DIRECTOR FERGUSON, AYE. MOTION CARRIED.

DIRECTOR CORBETT MADE A MOTION, SECONDED BY DIRECTOR FERGUSON, TO APPROVE THE DOCUMENT TITLED WRITTEN CONSENT IN LIEU OF A MEETING OF THE BOARD OF DIRECTORS OF THE AGENCY FOR COMMUNITY TRANSIT.

ALL AYES, NO NAYS, MOTION CARRIED.

DIRECTOR KANE MADE A MOTION, SECONDED BY DIRECTOR CORBETT TO APPROVE THE DOCUMENT TITLED EXECUTIVE EMPLOYMENT AGREEMENT, AN AGREEMENT BETWEEN THE AGENCY FOR COMMUNITY TRANSIT, AND STEVEN MORRISON.

ROLL CALL VOTE: DIRECTOR KANE, AYE, DIRECTOR CORBETT, AYE, DIRECTOR FERGUSON, AYE. MOTION CARRIED.

IX. Adjournment

MOTION MADE BY DIRECTOR CORBETT, SECONDED BY DIRECTOR KANE TO ADJOURN THE MEETING. ALL AYES, NO NAYS, MOTION CARRIED.