

SOUTHERN IOWA TROLLEY

215 E. MONTGOMERY STREET, CRESTON, IOWA 50801

Phone 641-782-6571 Fax 641-782-4096

Board Meeting Minutes January 28th, 2021 215 E. Montgomery St., Creston, IA Conference Room – 1:00 p.m. – Agenda

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

Samuel Miller
Board Chairman & Board Member

Kenneth Lister
Transit Director

2/25/21
Date

Supervisors: Decatur/Dan Christensen - Chair **Adair/Steve Shelley** – Vice Chair **Union/Rick Friday** – Secretary/Treasurer
Ringgold/Colby Holmes **Clarke/Larry Keller** **Adams/Merlin Dixon** **Taylor/Pam Wilmarth**
SIT Staff: Leesa Lester/Transit Director
Others: _____

January 28th, 2021 @ 1pm - Minutes

The Board of Trustees of Southern Iowa Trolley met in regular session on January 28th, 2021, in person and by electronic means pursuant to the provisions of the Iowa Open Law Meetings Law, Section 21.8, Code of Iowa, because of substantial community spread of COVID-19. The meeting was open to the public and the supervisors in attendance via zoom meeting were Merlin Dixon, Rick Friday, Steve Shelley, Pam Wilmarth, and Steve Shelley. Larry Keller attended in person along with Chris Nelson/Gronewold, Bell, Kynnn & Co. PC. Allen Lester/S.I.T., Tim Ostroski/SICOG, Nichole Moore/Chariton Valley Planning, Jim Harrison/Access Systems and Matt Rigggenberg/Access Systems were also in attendance via zoom. The meeting was called to order at 1:00 p.m. by Christensen. Roll Call and introductions were made by Lester and election of 2021 officers was held. Steve Shelley was nominated by Dixon and Keller nominated Christensen. 4 votes to 2 voted Shelley as Chairman. Keller was nominated as Vice Chair and Friday was nominated to remain as Secretary/Treasurer. Motion carried on all positions. A motion to adopt the amended agenda, which added Action Item f., was made by Christensen, second by Wilmarth. A motion to approve the December 18th, 2020 minutes was made by Christensen was second by Friday. Motion carried. (Keller signed December minutes) Lester introduced Matt Rigggenberg from Access Systems. Rigggenberg gave the board a Total IT Care Presentation for IT services for Southern Iowa Trolley. Estimated up front costs will be approximately \$5000 with estimated monthly services going forward of \$1,105.47. Lester expressed concerns that without a server or services that Access Systems provides, S.I.T. was open to cyber-attack issues and that should the main computer crash, all documents could be lost. Shelley questioned how the upfront costs would be made and Lester explained the start up cost would be covered under operating expenses as would the costs going forward. Lester noted that numerous county offices as well as the current insurance provider also uses Access System services. An amendment to the FY21 Budget will be made in February in the accounting line. Christensen made the motion to approve the use of Access Systems, Dixon 2nd the motion and motion carried. Lester then introduced Chris Nelson from Gronewold, Bell, Kynnn & Co. PC. Nelson presented the board with the FY20 Audit information and Lester requested the approval for a three-year extension of audit services be made. Keller made the motion to approve the FY20 audit as presented, Christensen 2nd the motion, motion carried. Christensen then

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made the motion to approve the extension of services through FY24 as requested. Dixon 2nd the motion, motion carried. Lester discussed the December ridership which as of December 31 is 18,803 rides lower than the previous year to date. Lester explained the reduced ridership is still being caused by Covid-19. Wilmarth made the motion to approve the ridership, Keller 2nd and motion carried. Financials were discussed with no major concerns in December. Dixon made the motion to approve the financials and Friday 2nd. Motion carried. Lester presented the 2021 meeting schedule with meetings planned in February and March for Budget and Public Hearing requirements. Remaining meetings would be held in May, July, September, November, and December. As always subject to change. Wilmarth made the motion to approve the schedule, Dixon 2nd and motion carried. Lester then introduced Mike Duckworth, S.I.T. Fleet Maintenance Manager. She explained the maintenance vehicle needed the transmission replaced and estimated cost is \$7000. Duckworth explained due to the lack of appropriate equipment, he was unable to change it. Keller made the motion to approve the repair, Dixon 2nd and motion carried. Lester then advised the board the FY22 wage projections and budget were attached, however, was still waiting on FTA and STA funding amounts from OPT for FY22. She expects them to be posted in February. She then briefed them on a DOT call reference a Security Directive that would be coming out mandating that all passengers will be required to wear masks on public transportation. She also said they had purchased 3 layered masks to give to passengers that may have forgotten theirs and were not having many issues with passengers wearing them. One driver has been hired in Osceola and still have a few positions open in Creston. Keller made the motion to adjourn the meeting at 2:16pm. Friday 2nd Motion carried. The next scheduled meeting will be held Thursday, February 25th, 2021 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 the Southern Iowa Trolley Web Site in the February Agenda. 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.

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