

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF TRUSTEES  
OF THE  
ROCK ISLAND COUNTY METROPOLITAN MASS TRANSIT DISTRICT**

**SEPTEMBER 24, 2019**

The Regular Meeting of the Rock Island County Metropolitan Mass Transit District Board of Trustees was held on Tuesday, September 24, 2019 at 1:00 PM at the Administrative Offices located at 1515 River Drive in Moline, Illinois with Chairman Lorensen presiding. The Chairman asked the Recording Secretary to call the roll of the Board Members.

Trustees Present

Lawrence Lorensen – Moline  
Robert Baecke – East Moline  
Berlinda Tyler-Jamison – Rock Island

Trustees Absent/Excused

Jerry Wilson – Milan  
Kat Lohse - Silvis

Others Present

Jeff Nelson – General Manager  
Jennifer Hirsch – Manager of Administration  
Carol Brenner – Payroll & Benefits Administrator  
Colleen Kasbohm – Director of Finance  
Don Krueger – Director of Risk Management & Security  
Heather Allen – Senior Accountant  
Jeanette Amidon – Program Coordinator  
Ralph Beswick – Director of Operations  
Matt Simaytis – Director of Maintenance  
Jim Tuttle – Systems Administrator  
Devon White – Information Systems Coordinator  
Greg Meldrum – IT Technician  
Tanner Osing – Transportation Planner  
Claudia Brewer – Centre Station Supervisor  
Barb Springer – Recording Secretary  
Roger Strandlund – MetroLINK Legal Counsel

**Public with Business Before the Board**

None

**Employee Recognition**

Rhonda Bernal was recognized on her retirement after 29 years of service.

**Approval of Minutes**

Trustee Tyler-Jamison made a motion, with Trustee Baecke seconding, that the Minutes of the September 11, 2019 Board of Trustees meeting be approved. There being no further discussion, the Chairman called for a vote. With all Trustees present voting “Aye”, Chairman Lorensen declared the motion carried.

### **August 2019 Financial Statement**

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, that the August 2019 Financial Statement be approved. After discussion, the Chairman called for a vote. With all Trustees present voting "Aye", Chairman Lorensen declared the motion carried.

### **August 2019 Invoices**

#### Quad City Garage Policy Group

Trustee Tyler-Jamison made a motion, with Trustee Baecke seconding, that the August 2019 invoices for the Quad City Garage Policy Group be approved for payment. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Chairman Lorensen declared the motion carried.

#### MetroLINK

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, that the August 2019 MetroLINK invoices be approved for payment. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Chairman Lorensen declared the motion carried.

### **Communications**

Mrs. Hirsch reported that Mr. Nelson was recognized with an Award of Distinction for small urban transit agencies at the FTA Region 7 Midwest Transit Conference held recently in Kansas City.

### **Reports of Officers, Committees, and the General Manager**

#### Ridership Report

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to approve the September 2019 Ridership Report. After discussion, the Chairman called for a vote. With all Trustees present voting "Aye", Chairman Lorensen declared the motion carried.

#### Maintenance Report

Trustee Tyler-Jamison made a motion, with Trustee Baecke seconding, to approve the September 2019 Maintenance Report. After discussion, the Chairman called for a vote. With all Trustees present voting "Aye", Chairman Lorensen declared the motion carried.

#### General Manager's Report

Mr. Nelson gave a state and federal update and announced that he would be in Washington, DC attending the NTI meeting later this week. He then distributed a draft copy of proposed changes in the Bylaws. Discussion was held gender neutral verbiage and telephonic attendance. Further discussion will continue on telephonic attendance at the next meeting.

**Old Business**

Personnel

None

**New Business**

Updated Force Account Plan

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to approve the updated Force Account Plan for FFY2020. After further discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Chairman Lorensen declared the motion carried.

Consideration of FY2020-2022 DBE Goal

Trustee Tyler-Jamison made a motion, with Trustee Baecke seconding, to approve MetroLINK's FY 2020-2022 Disadvantaged Business Enterprise (DBE) Goal of 3.98%. This approval is contingent on no additional public comments. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Chairman Lorensen declared the motion carried.

Administrative Vehicle Lease

Trustee Tyler-Jamison made a motion, with Trustee Baecke seconding, to approve entering into a lease agreement for a 2020 Toyota Corolla, through Toyota Financial Services (via Highland Toyota), at a not to exceed term of 36 months, at a cost of \$259.00 per month with a \$20.00 per month gap insurance cost. A roll call vote was taken showing all Trustees present voting "Aye", and Chairman Lorensen declared the motion carried.

Resolution 2019-15 Authorizing the Submittal of MetroLINK's FFY2020-2022 Title VI Program

Trustee Baecke made a motion, with Trustee Tyler-Jamison seconding, to approve Resolution 2019-15 and authorization to submit MetroLINK's FFY2020-2022 Title VI Program. After discussion, the Chairman called for a vote. A roll call vote was taken showing all Trustees present voting "Aye", and Chairman Lorensen declared the motion carried.

**Other Business**

Mrs. Kasbohm distributed the Budget and Tax Levy Ordinance schedule for Fiscal Year 2020.

**Adjourn**

At 1:59 PM Chairman Lorensen entertained a motion to adjourn. Trustee Baecke made the motion to adjourn.

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Barbara Springer, Recording Secretary

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Lawrence Lorensen, Chairman

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Robert J. Baecke, Secretary /Treasurer