

River Valley Metro Mass Transit District
February 27, 2024
Metro Centre, 1137 E 5000 North Road, Bourbonnais IL 60914
Board of Director Meeting Minutes

Chairman Argyelan called the regular monthly River Valley Metro Board of Directors meeting to order at 8:00 AM.

Attending Board Members: Chairman Mark Argyelan, Vice-Chairman Jerry Pearce, Treasurer Nick Allen, Board Members: Ron Jackson and David Hinderliter. Absent: Secretary Kelly St. Aubin and Norm Grimsley.

Staff Members Present: Managing Director Siron Sims, Director of Operations Michelle Brutlag, Facilities Director Tim Goodman, COO Ken Munjoy, Transit Officer Tobe Fulford

Others Present: National Express G.M. Lashanda Brown Smith

Pledge of Allegiance led by: Nick Allen

Public with Business to Come Before the Board: None

Consent Agenda: Nick Allen made a motion to approve the consent agenda. Jerry Pearce seconded the motion. A roll call vote was taken of those in attendance, with all in favor. Consent agenda approved.

Communications:

Chairman's Report: Mark Argyelan
None

Managing Director's Report: Siron Sims
The triennial will be June 6 – 7.
Late addition to the agenda: Audit will be discussed in Old Business
Mandy and Cortney are in Chicago for procurement training.

Operations Report: LaShanda Brown Smith
There are 51 active operators with 2 more in training and 1 new hire yesterday.

Ken Munjoy reported the January ridership for 2024 was 44,701, compared to 50,479 in 2023. The decline was weather-related, and February is tracking up from last year.

Complaints/Comments: Michelle Brutlag

There were 12 complaints in the last month. 4 of these were valid. Our ADA drivers received 2 compliments for being very safe and courteous with their passengers during bad weather. CCS and Transit Officers provided 111 rides.

Board Report:

None

New Business

Title VI Policy

Michelle Brutlag updated this policy back in September. Additional changes were necessary when completing the RIR in preparation for our upcoming Triennial. A motion to approve the updated Title VI Policy was made by David Hinderliter, seconded by Jerry Pearce, and passed unanimously in a roll call vote.

PTASP Updates

Tim Goodman is our Safety Officer for PTASP. The plan was originally approved in 2020 but needed to be updated to include the National Express safety plan instead of First Transit's. A motion to approve the updated PTASP was made by David Hinderliter, seconded by Nick Allen, and passed unanimously in a roll call vote.

Accounting Policy

Procedures within the accounting policy were adjusted to reflect exactly what we do and how we do it. A motion to approve the updated Accounting Policy was made by Jerry Pearce, seconded by David Hinderliter, and passed unanimously in a roll call vote.

DBE Policy

Our goal is 1% and Mr. Sims confirmed that we are achieving our goal. The policy was modified to show Mandy Taylor as the DBE Liaison Officer. A motion to approve the updated DBE Policy was made by David Hinderliter, seconded by Nick Allen, and passed unanimously in a roll call vote.

Old Business

Maintenance Facility

An 8" Aqua water main that serves Chappel Steel runs under the footprint of our new maintenance facility. This line will be rerouted and will also serve our new maintenance facility as well as the old one. The cost to do this is \$117,000 and will come out of the Owner's Allowance.

Vehicles

All 4 new New Flyers are here and in service. We will be receiving 3 medium duty (ADA) buses and 6 super medium duty buses through IDOT's CVP contract. WE chose to go with diesel instead of gasoline so that we can reduce or eliminate midday fueling. These buses will be outfitted with air ride suspension and air assist driver seats. We are taking advantage of any opportunity to order new buses to keep our fleet fresh and reliable.

Audit

Chairman Argyelan commented that the audit was very clean with no material weaknesses or serious deficiencies, and no instances of non-compliance. RVMMTD is now listed as a Low-Risk Auditee. A motion to approve the audit was made by Jerry Pearce, seconded by Nick Allen, and passed unanimously in a roll call vote.

Questions from the news media: None

Other Business to come Before the Board: None

Executive Session:

None

Adjournment

Jerry Pearce made a motion to adjourn at 8:34 AM. Motion was seconded by Nick Allen and passed unanimously in a voice vote.