

**MEETING MINUTES  
SPOT**



**SELKIRK PEND OREILLE TRANSIT  
July 18, 2019**

**NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:01 A.M.**

**PRESENT:** Clif Warren, Colleen Culwell, David Sims, Gary Kunzeman, Nancy Lewis, Ron Smith, Shannon Pittmann, Zale Palmer

**Absent:** Walt Kirby

**MINUTES:** Approve minutes of the June 20, 2019 regular meeting as submitted.

**Motion to Approve: Ron Smith/ Gary Kunzeman. All in favor. Approved**

**FINANCIAL REPORTS:**

- A. Accept Financial Reports for June. The Finance Committee reported there were not any major financial issues for June. There was discussion.

**Motion to Approve A: Zale Palmer/ Ron Smith. All in favor. Approved**

- B. Approve payment of prepaid bills and outstanding bills.

**Motion to Approve B: Zale Palmer/ Ron Smith. All in favor. Approved**

**STAFF REPORTS:**

**Ridership:** David Sims reported on the June ridership figures (see attached report). The decline in the fixed route ridership may be attributable to the route changes that went into effect during June. Suggestion was made to have the route map and time table posted at each stop.

**Operations:** See attached report prepared by David Sims. David reported that all of the Cities have approved their match requests for 2019/2020 as presented, except for Boundary County that approved only \$3,500.

**COMMITTEE REPORTS:**

- A. **Boundary County Service Development Committee:** Committee did not meet. Ron mentioned they need to discuss service to county areas and Bingo transport. Both services would require an additional driver.
- B. **Bonner County Service Development Committee:** Committee did not meet.

**ACTION & DISCUSSION ITEMS:**

- A. **Action Item: Driver Wages.** David reported difficulty in hiring and maintaining existing drivers. Other transportation providers in the area are paying higher wages than SPOT. There was also discussion about the financial impact of leaving Persi, which will need to be investigated further.

**Motion to raise the minimum wage rate to \$13/hour effective July 16, 2019 and for the finance committee to determine a pay adjustment for employees currently making more than \$13/hour. Clif Warren/ Ron Smith. All in favor. Approved.**

**B. Action Item: Fair Box Donations.** The Board needs to determine which organization will receive the fare box donations for the 2<sup>nd</sup> quarter 2019. Various non-profit organizations were discussed.

**Motion to donate the 2<sup>nd</sup> quarter fare box donations to the Sandpoint Teen Center. Zale Palmer/ Gary Kunzeman. All in favor. Approved.**

**C. Discussion Item: AAA Contract.** David Sims reported that SPOT has received the Transportation Services Contract Modification for 7/1/19-6/30/20 with a commitment of up to \$26,200.

**No action taken.**

**COMMENTS FROM THE CHAIR AND BOARD MEMBERS:** Cliff commented on the need to investigate other options to replace Persi. Gary commented that road work will begin 7/22/19 at McNearney Rd & Kootenai Cutoff that will last approximately 2 weeks and may cause traffic delays. Zale asked about the status of the bus shelters. David commented that Eureka received an \$8,000 grant to fund 4 more shelters. David has also requested an additional extension on the shelter grant.

**Meeting adjourned 11:56 a.m.**